

**SELDOVIA  
PLANNING COMMISSION**

*Wednesday*  
**September 6, 2017**



REGULAR MEETING  
**7:00pm**  
MULTI-PURPOSE ROOM

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September 8, 2017



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**AGENDA FOR THE SELDOVIA PLANNING COMMISSION  
REGULAR MEETING  
MULTI-PURPOSE ROOM**

**Wednesday  
September 6, 2017  
7:00PM**

STONE CAMPBELL SENENIG BATES CARLUCCIO
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- A. Call to order;
- B. Roll Call;
- C. Approval of the Agenda;
- D. Approval of Minutes from August 2, 2017
- E. Public Comments Regarding Items Not on the Agenda;
- F. Public Hearings, Prior Notice;
- G. Consideration of Site Plans;
  - 1. Petition to Vacate East Addition right-of-way
    - A. Presentation by Staff or Commission
    - B. Public Presentation or Hearing
    - C. Commission Discussion
    - D. Action/Disposition
  - 2. Cedar St. Extension RFP
    - A. Presentation by Staff or Commission
    - B. Public Presentation or Hearing
    - C. Commission Discussion
    - D. Action/Disposition
- H. Commission Business:
  - 1. Trafficability Across Seldovia Workshop
  - 2. Zoning Workshop
- I. Staff Reports:
- J. Informational Items Not Requiring Action:
  - 1. Resignation of Commission member Ruth Sensenig
- K. Comments of the Public:
- L. Comments of the Commission:
- M. Next Meeting: Regular scheduled meeting, October 4, 2017
- N. Adjournment:

**\*If you require special assistance to attend the meeting,  
Please, notify the City Office 24 hours in advance of the meeting and arrangements will be made.**



Seldovia  
Planning Commission  
Contents Page  
September 9, 2017



Pages 1-4	Minutes of the Regular Meeting August 2, 2017
Page 5	Map of East Addition Vacation with Hopkins Plan
Page 6	Petition to Vacate East Addition
Pages 7-9	Cedar St. Extension Proposal from Ability Surveys
Page 10	Agenda from Trafficability Workshop

NOTES:

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**MINUTES FROM A SELDOVIA PLANNING COMMISSION  
REGULAR MEETING  
MULTI-PURPOSE ROOM**

**Wednesday  
August 2, 2017  
7:00PM**

CAMPBELL  
SENENIG  
BATES  
CARLUCCIO  
STONE

- A. Call to order; MEETING CALLED TO ORDER AT 7:03 BY CARLUCCIO
- B. Roll Call; CAMPBELL-VIA PHONE, SENSENIG, BATES, CARLUCCIO, STONE
- C. Approval of the Agenda;  
SENENIG/STONE MOVED TO APPROVE THE AGENDA  
NO OBJECTION/ MOTION CARRIED
- D. Approval of Minutes from May 3, 2017 and July 19, 2017  
STONE/BATES MOVED TO APPROVE THE MINUTES OF MAY 3, 2017 AS AMENDED  
NO OBJECTION/ MOTION CARRIED

BATES/STONE MOVED TO APPROVE THE MINUTES OF JULY 19, 2017 AS WRITTEN  
NO OBJECTION/ MOTION CARRIED

- E. Public Comments Regarding Items Not on the Agenda; None
- F. Public Hearings, Prior Notice; None
- G. Consideration of Site Plans; None
- H. Commission Business:

1. Cedar St. Extension Update

A. Presentation by Staff or Commission

CLERK/GEAGEL- Discussed the two quotes she obtained so far, one with a preliminary plat that was worked on in 1996. Discussed an email received from Heidi Int-Hout stating that she did not want nor need a survey but if others did to go ahead, she does not want to pay for it and she does not want to give up land but would possibly consider selling a small section.

CM LARSON- Discussed that the scope of work has changed since the meeting they had with the property owners this past Saturday. He has started an RFP based on the new scope of work. Scope A will consist of surveying the 7 lots and the 20 foot right of way. Anything less than 20 feet is a waste of time according to the AASHTO safe road standards. Scopes B and C are to vacate the property lines for individual owners. Scope D is to start talking about Willow Street because it doesn't follow the platted line. He hopes to negotiate with the Int-Houts a trade for the piece of property they use which is actually Willow Street for their part of Cedar street. He has not completed the statement of work, he is a little worried about the terminology. Are they going to accept bids if they put in a RFP? Asked to keep in mind this is citizen initiated and they have already given up the land because people are driving across it.

CARRLUCCIO- Discussed there had been a survey done recently on lot 6a, which is a city property and across for the Int-Houts on Willow Street. It was found in the survey that the road actually goes into the property quite a bit, instead of where it should be. The trade with Int-Houts would allow the road to remain on city property and them to keep the part of Willow street that they are currently using,

for the part of their property being used as the Cedar Street extension. Without their agreement they cannot move forward. It was discussed that after everyone is on board and an RFP approved there should be a workshop with everyone involved to formulate a payment plan for how much each party will contribute. One option if there is not an agreement would be that the city would no longer maintain the road, and a way to do it would be to block the road on one end so there is no longer thoroughfare. Water and sewer does not make it a city road.

STONE- Asked if it is a city road because it has water and sewer.

#### B. Public Presentation or Hearing

WALT SONEN- Discussed that he read the email from Heidi and was not sure how much of her land was involved in this. He is in favor of taking what is Willow Street that is being used de facto as their land and swapping it for their part of Cedar Street which is their land being used de facto by the city. He can see her point about not wanting to pay for the survey but hopes the city sees the advantage of leaving it open for thoroughfare.

VIVIAN ROJAS- Discussed that solving the issue that allows Cedar Street to remain a thoroughfare is in the best interest of the community. Speaking as council member they are trying to move in a proactive way. If members of the community are interested and willing to share the cost, that is the way the council would like to move forward. The city is very interested in doing just that and will make it work. The permanent fund is just for these types of issues. When people are trying to sell their properties in the future it needs to be made really clear, the issues around town.

SACHIKO SCOTT- Asked if Heidi and her brother will not participate in sharing the survey cost will it mean that they will not be able to proceed. She asked if the city would consider paying that portion.

#### C. Commission Discussion

CAMPBELL- Agrees that they are not at the cost part yet. There are multiple issues on this part of town. He agrees with Tod's RFP and is in support. This needs to be completed before winter, at least getting stakes in the ground and then platting this winter and spring.

SENSENG- Discussed how she is stuck on the purpose and who all is involved of this. Four property owners are for this and one is not. It is a lot of money just to follow the rules, she thinks let sleeping dogs lie. Four property owners for \$12,000.00 is a lot of money for something that seems to have been working all this time. If it is truly citizen initiated she would like to help them.

CARRLUCIO- Stated they cannot maintain a road over private property, it is not legal. What can happen is Walt could close off Cedar street if he wants to, if he imposes his property line there goes Cedar street. It could be a problem with mortgage companies in the event someone decides to sell.

STONE- Spoke in agreement with Senseng.

CM LARSON- Discussed there is the potential for property owners to have a a problem with selling their properties in the future, if it is not made a road, and that potentially a property could be landlocked.

BATES- Spoke in favor of spending \$12,000.00 in the interest of continuing the continuity of the streets, it is well worth it. The closure of the street could be a problem come winter with people using Willow street and potentially sliding down the road. He would like to see this get cleared up and become legal.

#### D. Action/Disposition

SENSENG/BATES MOVED TO PROCEED WITH REQUEST FOR PROPOSAL WITH AMENDMENTS

NO OBJECTION/ MOTION CARRIED

\*\*\* CARLUCCIO CALLED FOR A 5 MINUTE RECESS  
MEETING CALLED BACK TO ORDER AT 8:09PM BY CARLUCCIO \*\*\*



## 2. Discussion on Roadway Trafficability Issues across Seldovia.

### A. Presentation by Staff or Commission

CLERK/GEAGEL- Discussed the City council's motion requesting planning and zoning to have a discussion on roadway trafficability issues across Seldovia with an emphasis on the city codes and the possibility of having a workshop to discuss the issue including both p&z and the city council.

CM LARSON- Discussed that there had been complaints around town about areas being bottlenecked. The city attorney suggested looking city wide to see where there are issues. Mission St. and Garden St are 10 foot roads, others are 15 foot roads are we going to say the heck with safety standards, or create one way roads, or parking on only one side, or no parking. He has heard quite a few people talk about Kachemak Street, it is a 15 foot wide. His suggestion is to go to a work group, there are a lot of issues out there to take to council.

### B. Public Presentation or Hearing

VIVIAN ROJAS- Discussed that this was a big ticket item being brought to them, and it is getting more and more difficult. They need to have meetings and get public input. Besides parking, should there be one ways? As demographic changes issues come up, the city council is trying to be proactive. She definitely recommends the police chief sits in on these issues.

WALT SONEN- Years ago when he first bought property in town his recollection is that in the area called the "flats" people with houses couldn't park on the street. They had to plan for parking on their land. He hates to make rules restricting town. Do we need to make laws, maybe we do common sense? He wishes good luck on a balance between logic and what makes law.

### C. Commission Discussion

STONE- Stated she felt like they were being held hostage to someone's whim and it makes her angry. There is no reason for an ambulance to go up Garden street. Rocky street is the one are with vehicles parked on both sides of the street. It is hard for her to get through with her Subaru and she uses the street every chance she gets because it is a public access and it is getting harder. In Seward the law is that emergency vehicles have to be able to go down the street. When there was an ambulance parked in front of a house administering to a patient there was a complaint. Is it legal to block a city street? She can't think of another place with a prescriptive easement.

CARLUCCIO- Asked for correction if she was wrong but the vehicles on Rocky street were on private property. Stated they need to be consistent throughout the whole town. 15 feet no parking, 20 feet parking on only one side, it can't be for just one street. Kachemak street is very narrow. The first step is to have a workshop with the City Council to lay ground work with potential areas. They have to remember that in the city there are state roads. Asked if it was not in the books right now that when it snows you do not park on the street for plowing? She suggests a long two hour workshop on a Wednesday when council and p&z are not meeting, or a little meeting before council meets.

CM LARSON- Clarified that the vans on Rocky street were on private property, the vehicles on both sides were not. They need to have objective measures not subjective. People say you can't get an ambulance down Rocky but you can. Jakolof right now is just the dock. We cannot enforce common sense. Sometime in the past, big chunks of the code were borrowed from somewhere else.

SENSENI- Asked about guidelines in other places in the world about different streets? Asked why the City Council had requested this? Asked if Jakolof Dock was included in this? Stated that nothing we adopt from someone else is for us, we need to this for us.

CAMPBELL- Stated that this is the thinnest section in the code and needs revamping, there is no consistency and it will not be solved in 1,2, or 3 meetings. He does not want to see the quantness of the town change, but there is only one way to fix it, look at the code and rewrite it. Every state is different, we need to do what feels right for our town, it is all fixable, just that no one has ever pushed it. He is in favor for a work session. Nothing in title 10 prohibits street parking overnight or otherwise. No specifics tonight need to go through these issues in a workshop.

VIVIAN ROJAS- Spoke on behalf of the City Council's request. It is in the same vein of cleaning up

areas in town in a proactive manner. It's come to a time now where we need to make city rules that the city office can open a book and say these are the rules. That is the biggest complaint, if there are rules they can defend them, but if it's not clear or just infers, then we can not defend them. We need to look at all of Seldovia.

D. Action/Disposition

AN OPEN DISCUSSION WORKSHOP WILL BE HELD AUGUST 23, 2017 FROM 6:30 TO 7:30

I. Staff Reports: None

J. Informational Items Not Requiring Action: None

K. Comments of the Public:

VIVIAN ROJAS- Good work guys, thank you very much for your time.

L. Comments of the Commission:

SENENIG- For people maybe she comes across as if you are a community minded person you should lay down and do whatever we say when that is not at all how she feels, she just wants to reiterate how much she appreciates when people say they want to get along that they want to get along, but that doesn't mean she expects to people to let people live in their house, there are limits.

STONE- Wants to thank you all for coming and especially thank Tod and Heidi for all the work they did putting this stuff together. She knows they have busy schedules and they are just a little part of it so she appreciates all they do.

M. Next Meeting: Regular scheduled meeting, September 6, 2017

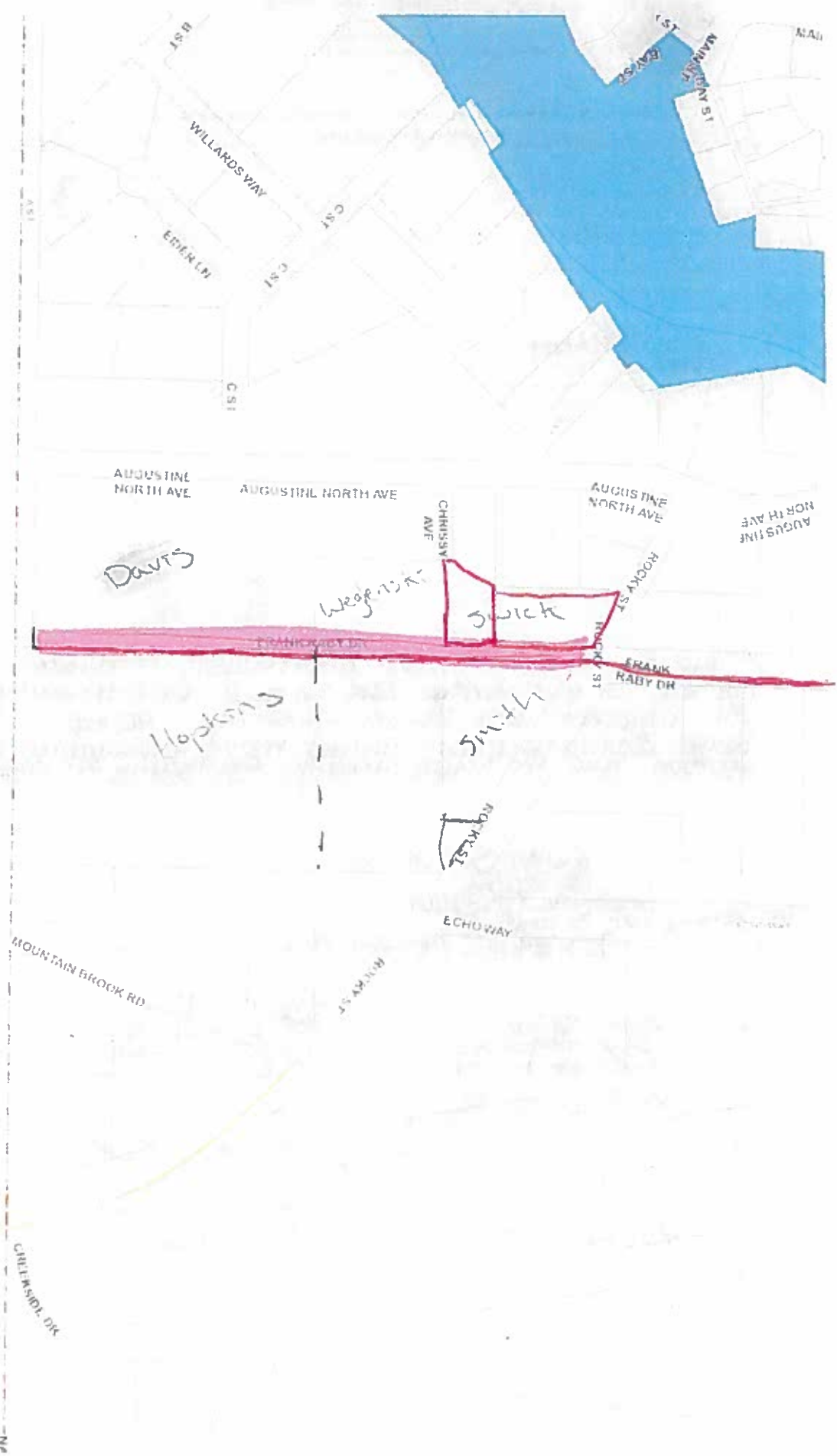
N. Adjournment:

BATES/CAMPBELL MOVED TO ADJOURN AT 8:49 PM

I certify the above represents accurate minutes of City of Seldovia Planning and Zoning Commission meeting of August 2, 2017.

\_\_\_\_\_  
Heidi Geagel, City Clerk

Approved by Commission \_\_\_\_\_





Petition to Varnate Public Right-of-Way/ easement/Platted Public Area  
 Public Hearing Required

1. A copy of complete application with all required documents with a copy of this petition being before the Planning Commission will be scheduled. The date will be posted on the public hearing and application will be held in the Planning Department at least 72 days prior to the public hearing date. By State Statute and Borough Code the public hearing must be held on a Tuesday or Wednesday of the week of the application.

- 500 non-refundable fee for public hearing of application.
- City Planning Department fee for processing application. This would be the same as the fee of City Staff Report.
- Name of public right of way, easement or platted public area. East Addition Seldovia
- Address of applicant. PO Box 412 Seldovia AK 99682
- Applicant's phone number. 907-379-4073
- Applicant's email address. ken@swick.com

2. I am requesting a public hearing on the following public right of way, easement or platted public area. East Addition Seldovia  
 The public hearing will be held on Tuesday, August 14, 2012 at 10:00 AM in the Planning Department at 144 North 66th Ave, Seldovia, Alaska 99682-7493.  
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Majority of road is not constructed; constructed portion is currently used as a private driveway. All adjacent lots have existing access. House expansion plans cannot move forward without vacation due to house currently encroaching on right of way.

Applicant: Ken Swick  
PO Box 412  
Seldovia AK 99682  
Lot 3 and 4B  
907-379-4073 / 907-374-7464

Witness: HUGH SMITH 240 HARBOR VIEW SELDOVIA AK 99682  
 Witness: HUGH SMITH 240 HARBOR VIEW SELDOVIA AK 99682  
 Witness: Lot 4A  
 Witness: Lot 4B  
 Witness: 439 Rocky St

# ABILITY SURVEYS

**MEASURING MAPPING & REPORTING ON ALASKA'S INFRASTRUCTURE SINCE 1976**

152 DEHEL AVE. , HOMER, AK. 99603 PH. 907-235-8440 FAX. 235-8440

email; [gary@abilitysurveys.com](mailto:gary@abilitysurveys.com)

August 23, 2017

City of Seldovia, City Clerk  
P.O. Drawer B  
Seldovia, Alaska 99663

## PROPOSAL FOR CEDAR STREET PLATTING AND ASSOCIATED SURVEY TASKS

I understand the City of Seldovia in coordination with a citizens committee of land owners in the area are interested in correcting a non-platted roadway (Cedar Street) and making the record show the proper arrangement. Currently a roadway has existed across private property for many years and it is the wish of both parties to correct this issue. ABILITY SURVEYS performed this job in 1996 for the City of Seldovia. At completion one or more of the owners would not sign the plat.

- A. **SCOPE OF SERVICES** - The project consists of furnishing all labor, materials, equipment, tools, supervision, and other facilities necessary to survey parcels and replat them as described in the Scope of Services below. The proposal is itemized by projects listed below including all expenses per job:

A-1. Survey the following lots and plat Cedar Street to continue as a 20 foot Right of Way through below said parcels to adjoin the intersection of Kachemak Street and Lake Street: Parcel ID # 19206311, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 11 BLK 4; and Parcel ID # 19206310, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 10 BLK 4; and Parcel ID # 19206309, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 9 BLK 4; and Parcel ID # 19206308, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 8 BLK 4; and Parcel ID # 19206403, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 3 BLK 24; and Parcel ID # 19206404, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 2 BLK 24; and Parcel ID # 19206406, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 1 BLK 24.

*While the text above is copied verbatim from the City's RFP, it is interpreted to mean a 20 foot Right of Way through below said parcels from Willow Street to Lake Street. I called the City Manager's office on 8/23/2017 and was told the City Manager and City Clerk would be out until 8/28/2017, the due date of the proposals, hence clarification could not be discussed. Correcting as-builts is not requested or proposed for this portion. An exception will be needed to Kenai Peninsula Borough Code section 20.30.120 (minimum right-of-way width 60 feet). It is assumed the right-of-way will be designed to fit the existing road as primary concern rather than equal width loss to adjoining lots.*

A-2. Vacation of the lot line between two parcels owned by the same person: Parcel ID # 19206310, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 10 BLK 4; and Parcel ID # 19206309, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0000216 FRANK RABY SUB LOT 9 BLK 4.

A-3. Vacation of the lot line between two parcels owed by the same person: Parcel ID # 19206403, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 3 BLK 24; and Parcel ID # 19206404, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 2 BLK 24.

A-4. Survey Willow Street in its current configuration and plat it as a 20 foot right of way. Correct the as-builts between: Parcel ID # 19206406, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0001771 TOWNSITE OF SELDOVIA USS 1771 LOT 1 BLK 24; and Parcel ID # 19206520, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0830009 SELDOVIA TOWNSITE BLK 27 REPLAT USS 1771 LOT 6-A; and Parcel ID # 19206519, T 8S R 14W SEC 32 SEWARD MERIDIAN SL 0830009 SELDOVIA TOWNSITE BLK 27 REPLAT USS 1771 LOT 5-A.

*I called the City Manager's office on 8/23/2017 and was told the City Manager and City Clerk would be out until 8/28/2017, the due date of the proposals, hence clarification could not be discussed. The confusion comes from the request that as-builts be corrected for Lot 5-A and Lot 6-A. Logically they would not need to be updated unless those lots were changed. If they are changed, it would mean that they would be included in the replat action. This proposal assumes those two lots are included in the Willow Street replatting along with the other Willow Street lots cited. It is assumed the right-of-way will be designed to fit the existing road as primary concern rather than equal width loss to adjoining lots.*

B. Cost – The proposal is inclusive of everything required from the survey field work, any office work required, any travel/lodging/food, submittal fees, recording fees, title reports and Kenai Peninsula Borough fees, reports, requirements. The costs are broken down into the following four sub-areas with a final total cost:

B-1. The bid for surveying the following lots and platting Cedar Street to continue as a 20 foot Right of Way through below said parcels to adjoin the intersection of Kachemak Street and Lake Street.

Fees; \$200 Borough Fee,  
\$250 Certificate to Plat Fee  
\$ 20 Recording Fee (no conformed copies to purchase, they can be downloaded or printed off internet after recording)  
\$250 Food and Lodging (one night, two persons)  
\$200 Monumentation costs for rebar, alum-caps, stakes  
\$500 Roundtrip air 2 persons, extra gear, two trips.  
\$5940 27 hours two person crew field survey.  
\$1280 8 hours Prof. Land Surveyor Office  
\$ 750 10 hours drafting  
\$ 720 4 hours attend KPB Plat Committee Meeting  
**B-1 subtotal = \$10110**

B-2. The cost of the vacation of the lot line between two parcels owned by the same person Parcel ID # 19206310 and Parcel ID # 19206309, converged into one lot.

Fees; \$ If performed separately as a separate replat action my fees together with borough fees would be \$2900.

It would be pointless to do it as a separate action, duplicating fees and effort. The vacation action would save on materials and be negligible on additional processing costs if done with item B-1 and therefore **no charge if done with item B-1.**

B-3 The cost of the vacation of the lot line between two parcels owed by the same person Parcel ID # 19206403 and Parcel ID # 19206404 converged into one lot.  
Fees: If performed separately as a separate replat action my fees together with borough fees would be \$2900.

It would be pointless to do it as a separate action, duplicating fees and effort. The vacation action would save on materials and be negligible on additional processing costs if done with item B-1 and therefore **no charge if done with item B-1.**

B-4 Survey Willow Street in its current configuration and plat it as a 20 foot right of way. Correct the as-builts.

Fees: If done as a separate action my fees together with borough fees would be \$8900.

It would be pointless to do it as a separate plat action if it could be done at the same time as item B-1. *If done in conjunction with item B-1 the additional fees would be \$300 to update the asbuilt for Lot 1 and survey Willow Street and replat it on the Lot 1 side. To add Lots 5-A and 6-A into the plat action and provide updated asbuilts for them also would take an additional \$640 above the mentioned \$300 for a B-4 total of \$940.*

Caveats:

It would take about 5 to 6 months to complete, from the notice to proceed, unless there are Mortgage companies to deal with. If there are mortgage companies to deal with there could be time delays and additional survey costs to comply with Mortgage Company requirements i.e. appraisals and as-builts are sometimes required. Also Mortgage Companies are different and have different requirements and costs to process actions such as this. These costs can't be determined until a Certificate to Plat is obtained so that Mortgage Companies can be contacted to find out their processing requirements.

Also all taxes have to be paid in full for the entire year the plat is approved by the Borough. So if delays make the plat get approved after December 31, then all of 2018 real property taxes will need to be paid to the Borough prior to their approval.

The Kenai Peninsula Borough (KPB) is the platting authority. The KPB subdivision code must be adhered to or exceptions must be given. If there are encroachments associated with these lots, KPB can require easements be granted or the encroachments be removed. These are costs that I cannot foresee at this time, but could be mandated by KPB in order to complete the plat.

I have not included any fees to attend Seldovia City meetings. Perhaps I could attend via Telephone or Skype, to save the city money. If my presence is required I will charge time and materials which I believe would be \$130 roundtrip air, perhaps a night stay at a lodge, \$160 per hour for two or three hours.

We are fully insured, and have been surveying the lower Kenai Peninsula since 1976. I have performed many surveys in Seldovia, including complete city watershed mapping in conjunction with CE2 Engineers and AeroMap. City Utility mapping with CE2 Engineers, and the recent subdivision for the Water Treatment Plant.

Sincerely,



Gary Nelson, PLS  
Dba Ability Surveys

# City of Seldovia

## Trafficability Workshop

August 22, 2017

1. Goal – Discuss trouble areas across the city, develop a strategy to resolve each issue, and write a recommendation to the City Council for a decision.
2. Introduction.
  - a. Why are we here?
  - b. Work session with City Council, Planning and Zoning, and the public.
  - c. Trafficability – The ability of local traffic to maneuver safely through town in varying road conditions.
  - d. Organizations that provide the standards.
    - i. AASHTO – American Association of State Highway and Transportation Officials.
    - ii. NACTO – National Association of City Transportation Officials.
    - iii. FHA – Federal Highway Administration.
    - iv. DOT&PF – Alaska Department of Transportation and Public Facilities.
3. Factors for consideration.
  - a. Lane width.
  - b. Parking.
  - c. Traffic Volume.
  - d. Speed.
  - e. Signage.
  - f. Collision Reduction.
  - g. City Code Changes.
  - h. Platted ROW v. Current Roadway.
4. Workshop.
  - a. Divide into two groups.
  - b. Select a scribe.
  - c. Review roads across town.
  - d. Compare against standards.
  - e. Use KPB Parcel Viewer to determine platted roadway.
  - f. Apply factors.
  - g. Develop a recommendation for Council consideration.
  - h. Compare the two groups work.
5. Write recommendation for City Council consideration.