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Agenda

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**PUBLIC WORKS/CIP & LAND USE
COMMITTEE MEETING
COUNCIL CHAMBERS
MONDAY, OCTOBER 6, 2014
5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM SEPTEMBER 22, 2014 PUBLIC WORKS COMMITTEE MEETING

INFORMATION AGENDA

6. UPDATE ON THE SANTA FE SKI SHUTTLE (JON BULTHUIS)

CONSENT AGENDA

7. REQUEST FOR APPROVAL OF 2015 PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING SCHEDULE (BOBBI MOSSMAN)
8. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT (PSA) BETWEEN THE CITY AND EL MUSEO TO ALLOW EL MUSEO TO SERVE AS PROJECT MANAGER FOR THIS PROJECT IDENTIFIED AS 13-L-1772 AND PROVIDE SERVICES AS INDICATED (DAVID CHAPMAN)

Committee Review:

Finance Committee (Scheduled)

10/20/14

Council (Scheduled)

10/29/14

9. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT (PSA) BETWEEN THE CITY AND LA COMUNIDAD DE LOS NINOS HEAD START, INC. TO ALLOW LA COMUNIDAD DE LOS NINOS HEAD START TO SERVE AS PROJECT MANAGER FOR THIS PROJECT IDENTIFIED AS 13-L-1774 AND PROVIDE SERVICES AS INDICATED (DAVID CHAPMAN)

Committee Review:

Finance Committee (Scheduled)

10/20/14

Council (Scheduled)

10/29/14

10. SANTA FE MUNICIPAL AIRPORT SECURITY PROFESSIONAL SERVICE AGREEMENT (PSA)
- REQUEST FOR APPROVAL OF PSA BETWEEN THE CITY OF SANTA FE AND AAA SECURITY TO PROVIDE SECURITY SERVICES AT THE SANTA FE MUNICIPAL AIRPORT FOR A TERM OF FOUR (4) YEARS WITH AN ANNUAL NOT TO EXCEED COST OF \$91,913.94
 - REQUEST OF APPROVAL TO INCREASE COMMERCIAL AIRCRAFT LANDING FEES FROM \$3 PER 1,000 POUNDS TO \$3.30 PER 1,000 POUNDS TO ENSURE FUNDING IS AVAILABLE TO PAY FOR SAID PSA
 - REQUEST OF APPROVAL OF BUDGET ADJUSTMENTS (**FRANCEY JESSON**)

Committee Review:

Finance Committee (Scheduled)

10/20/14

Council (Scheduled)

10/29/14

11. REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO EARLY NEIGHBORHOOD NOTIFICATION (ENN); AMENDING SUBSECTION 14-3.1(F)(3) SFCC 1987 TO REQUIRE THAT AN ENN BE CONDUCTED FOR NEW PARKS OF RECONSTRUCTION OR EXPANSION OF EXISTING PARKS; AND MAKING SUCH OTHER CHANGES AS ARE NECESSARY TO CARRY OUT THE INTENT OF THIS ORDINANCE (**COUNCILORS DOMINGUEZ AND BUSHEE**) (**DAVID PFEIFER**)

Committee Review:

Parks & Open Spaces Advisory Commission (Postponed)

08/19/14

Parks & Open Spaces Advisory Commission (Approved)

09/16/14

Planning Commission (Scheduled)

10/02/14

Finance Committee (Scheduled)

10/20/14

Council (Request to publish)

10/29/14

Council (Public hearing)

12/10/14

12. REQUEST FOR APPROVAL OF RESOLUTION CALLING ON THE PRESIDENT OF THE UNITED STATES AND OUR CONGRESSIONAL DELEGATION TO SUPPORT LOCAL EFFORTS TO KEEP THE OLD SANTA FE TRAIL NATIONAL PARK SERVICE BUILDING OPEN TO THE PUBLIC AS A CULTURAL RESOURCE AND ULTIMATELY DESIGNATED AS EITHER A NATIONAL HISTORIC SITE OR A NATIONAL MONUMENT (**COUNCILORS BUSHEE AND LINDELL**) (**MELISSA BYERS**)

Committee Review:

Council (Scheduled)

10/08/14

DISCUSSION AGENDA

13. REQUEST FOR DISCUSSION ON THE ZIA RAIL RUNNER STATION (**KEITH WILSON**)

14. MATTERS FROM STAFF

15. MATTERS FROM THE COMMITTEE

16. MATTERS FROM THE CHAIR

17. NEXT MEETING: **MONDAY, OCTOBER 27, 2014**

18. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520 five (5) working days prior to meeting date

**SUMMARY INDEX FOR
PUBLIC WORKS/CIP & LAND USE COMMITTEE
October 6, 2014**

ITEM	ACTION	PAGE
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as presented	1
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes - September 22, 2014	Approved as presented	2
6. Santa Fe Ski Shuttle Update	Presentation	2-3
CONSENT AGENDA LISTING	Listed	3-4
CONSENT AGENDA DISCUSSION		
8. El Museo PSA	Approved	4-5
10. Airport Security PSA	Approved	6-7
11. ENN Ordinance Amendment	Approved	8-9
DISCUSSION AGENDA		
13. Zia Rail Runner Station Discussion	Postponed	9-10
14. MATTERS FROM STAFF	Introduced Parks Director	10
15. MATTERS FROM THE COMMITTEE	Discussion	10
16. MATTERS FROM THE CHAIR	Discussion	11
17. NEXT MEETING:	October 27, 2014	11
18. ADJOURNMENT	Adjourned at 6:05 p.m.	11

MINUTES OF THE
CITY OF SANTA FÉ
PUBLIC WORKS/CIP & LAND USE COMMITTEE

Monday, October 6, 2014

1. CALL TO ORDER

A regular meeting of the Public Works/CIP & Land Use Committee was called to order on the above date by Chair Ron Trujillo at approximately 5:00 p.m. in City Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fé, New Mexico.

2. ROLL CALL

Roll Call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Councilor Ronald S. Trujillo, Chair
Councilor Christopher M. Rivera, Vice Chair
Councilor Bill Dimas
Councilor Carmichael A. Dominguez
Councilor Patti Bushee

MEMBERS ABSENT:

None

STAFF PRESENT:

Isaac Pino, Public Works Director
Bobbi Mossman, Public Works Staff

NOTE: All items in the Committee packet for all agenda items were incorporated herewith by reference. The original Committee packet is on file in the Public Works Department.

3. APPROVAL OF AGENDA

A motion was made by Councilor Bushee to approve the agenda. Councilor Dominguez seconded the motion and it passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Bushee asked to discuss numbers 10 and 11.

Councilor Rivera asked to discuss number 8.

Councilor Rivera made a motion to approve the consent agenda as amended. Councilor Dimas seconded the motion and it passed unanimously by voice vote.

5. APPROVAL OF MINUTES FROM SEPTEMBER 22, 2014 PUBLIC WORKS COMMITTEE MEETING

Councilor Dominguez made a motion to approve the minutes of September 22, 2014 as presented. Councilor Rivera seconded the motion and it passed by unanimous voice vote.

INFORMATION AGENDA

6. UPDATE ON THE SANTA FE SKI SHUTTLE (JON BULTHUIS)

Mr. Bulthuis said the City has been participating in discussions on this issue for some time. Last fall there was an initiative to bring it back through the North Central Regional Transit District since it was outside of city limits. He requested that NCRTD Executive Director Tony Mortillaro speak more about what process they have been going through to move the project forward.

Councilor Bushee asked if he could talk about the City's potential match in the presentation.

Mr. Mortillaro said the NCRTD Board of Directors asked staff to facilitate discussions with stake holders, Nambé Pueblo, Tesuque Pueblo, Santa Fé County, US Forest Service and the City of Santa Fé. They have met several times and focused on the cultural significance of this area to the pueblos and had dialogue regarding their concerns. Since then we have had meetings regarding the cost to provide service and the Board has not made a decision yet.

Councilor Bushee said he did not mention the national forest service.

Mr. Mortillaro said they did attend one of the stakeholder meetings. They hold a license with ski area and were just listening. He didn't believe they would have a significant contribution to make other than the issues the pueblos addressed.

Councilor Bushee asked if there was any chance of receiving the grant NCRTD applied for.

Mr. Mortillaro said unfortunately the District did not make the cut on that application.

Councilor Bushee asked if he knew what was missing from the application.

Mr. Mortillaro said they had not gotten any feedback.

Councilor Bushee asked Mr. Bulthuis for an update on the proposed "freebies" for riding buses and how he was going to come up with match.

Mr. Bulthuis said they were still in discussions about what the service would look like. There has been preliminary discussion about each of the stakeholders contributing to the plan. He met with the City Manager about how to make it go. At this point there have not been any specific funds identified. He thought it would come back to the Governing Body to look at budget. He looked at the shuttle flexibility to get people to the Ski Area but funds are not available to cover the need.

Councilor Bushee was interested in getting our kids up there to learn how to ski but there was no easy way to transport kids up there. She hoped the City could pursue more grant monies.

Chair Trujillo recalled those ski trips used to be with the public schools.

Chair Trujillo said in talking about the stake holders that the Santa Fe Ski Area was the biggest winner and he hoped the City was not footing the bill.

Councilor Bushee agreed - everyone would have to participate. Everyone was aware of what was needed. Not just for ski basin users. The grant funds would have provided access to the Santa Fé Forest.

Mr. Mortillaro said the District Board has similar concerns that everyone should have some "skin in the game" on this project. Although a lot of the emphasis is on the ski area, the District is looking at multi season transportation. He understood there was interest in off-road biking up there and was part of the counties multi-use plan.

Councilor Bushee added that they might charge a fare.

Councilor Dominguez asked Mr. Bulthuis how much time he was spending on this.

Mr. Bulthuis said it was not a great deal. Mostly it was a monthly discussion at the NCRTD Board meeting.

Councilor Bushee asked if they were still talking about the potential of a fare.

Mr. Mortillaro agreed. Under the 5 year plan it would be considered a premium service. They were considering \$5 a trip.

CONSENT AGENDA LISTING

- 7. REQUEST FOR APPROVAL OF 2015 PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING SCHEDULE (BOBBI MOSSMAN)**

- 9. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICE AGREEMENT (PSA) BETWEEN THE CITY AND LA COMUNIDAD DE LOS NIÑOS HEAD START, INC. TO ALLOW LA COMUNIDAD DE LOS NIÑOS HEAD START TO SERVE AS PROJECT MANAGER FOR THIS PROJECT IDENTIFIED AS 13-L-1774 AND PROVIDE SERVICES AS INDICATED (DAVID CHAPMAN)**

Committee Review:

Finance Committee (Scheduled)

20/20/14

- 12. REQUEST FOR APPROVAL OF RESOLUTION CALLING ON THE PRESIDENT OF THE UNITED STATES AND OUR CONGRESSIONAL DELEGATION TO SUPPORT LOCAL EFFORTS TO KEEP THE OLD SANTA FE TRAIL NATIONAL PARK SERVICE BUILDING OPEN TO THE PUBLIC AS A CULTURAL RESOURCE AND ULTIMATELY DESIGNATED AS EITHER A NATIONAL HISTORIC SITE OR A NATIONAL MONUMENT (COUNCILORS BUSHEE AND LINDELL) (MELISSA BYERS)**

Committee Review:

Council (Scheduled)

10/08/14

CONSENT AGENDA DISCUSSION

- 8. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT (PSA) BETWEEN THE CITY AND EL MUSEO TO ALLOW EL MUSEO TO SERVE AS PROJECT MANAGER FOR THIS PROJECT IDENTIFIED AS 13-L-1772 AND PROVIDE SERVICES AS INDICATED (DAVID CHAPMAN)**

Committee Review:

Finance Committee (Scheduled)

Council (Scheduled)

10/20/14

10/29/14

Mr. Chapman said he was here to answer questions.

Councilor Rivera noted this is a city building and asked if that was why they agreed that it was in the City's best interest to participate in design and construction.

Mr. Chapman said the intent was to give an opportunity to best utilize the funds. He said that they had a member present who could provide more light on that topic.

Councilor Rivera asked if the City has done this with other agencies who use city buildings.

Mr. Chapman said yes we have. It gives the nonprofit the ability to use the building as they want and frees up city personnel. The grant administrator would work with El Museo.

Councilor Rivera said they would still have to come through the City procurement policy and procedure.

Mr. Chapman agreed.

Councilor Rivera asked how changes or add-ons would be handled. Typically the project manager brings them back to the City for approval.

Mr. Chapman said this would be the same.

Councilor Rivera said the contract says the OA shall use the funds....no sum shall be retained by the OA for their services. He asked for clarification.

Mr. Chapman said in the past Thomas Romero has acted as project manager and it is within his contribution to El Museo.

Councilor Rivera asked what qualifications Mr. Romero has.

Mr. Romero said he was not an engineer but had managed the last one done with the City. Prior to that the City staff did the work and he managed the project. In his professional work he said he had managed projects with the State and other governmental entities. He worked for the State and oversaw work in the General Services Dept. At the last major agreement with the City, he met with the City Purchasing Manager and created a process to incorporate the City's purchasing process into the project and they were following that. Beyond that, they have to comply with state law for the use of this money. The total sum is \$50,000. We would not have the kind of project that could require lots of changes.

Councilor Rivera asked, since it is a City-owned building and the City would retain ownership if the City should have a certified engineer or one of the City's project managers on this project.

Mr. Pino thought it was going to be okay. It would be easy enough to have a City project manager pass through it from time to time.

Councilor Rivera asked about the other figures he saw here.

Mr. Romero said those were prior appropriations managed by the City. City Manager Robert Romero did that as a savings to the City. He added that David Chapman very carefully goes over everything we do.

Mr. Pino said Mr. Chapman has provided those services on behalf of the City.

Councilor Rivera referred to page 5 where it says that "any rental value..." He asked if the City knew what the rental value is.

Mr. Romero said that refers to the incremental value based on the improvements. In this case, he didn't think there would be any. They have used state funds to bring it up to where it is now. They are using this money for electrical systems and other types of improvements like that. The rent El Museo pays the city is close to \$5,000 a month, based on the 2006 lease. That is set for review in 2016. It goes up every year for cost of living, based on this amount of money. The clause says El Museo is providing an in-kind benefit to the City.

Councilor Bushee asked about board composition.

Mr. Romero said they now have 5 members and are working to recruit another.

Councilor Bushee asked if Maria was still around

Mr. Romero agreed and they have one paid staff.

Councilor Bushee appreciated all the events that are held there.

Councilor Rivera made a motion to approve the request. Councilor Dimas seconded the motion and it passed by unanimous voice vote.

10. SANTA E MUNICIPAL AIRPORT SECURITY PROFESSIONAL SERVICE AGREEMENT (PSA)

- **REQUEST FOR APPROVAL OF PSA BETWEEN THE CITY OF SANTA FE AND AAA SECURITY TO PROVIDE SECURITY SERVICES AT THE SANTA FE MUNICIPAL AIRPORT FOR A TERM OF FOUR (4) YEARS WITH AN ANNUAL NOT TO EXCEED COST OF \$91,913.94.**
- **REQUEST FOR APPROVAL TO INCREASE COMMERCIAL AIRCRAFT LANDING FEES FROM \$3 PER 1,000 POUNDS TO \$3.39 PER 1,000 POUNDS TO ENSURE FUNDING was AVAILABLE TO PAY FOR SAID PSA**
- **REQUEST OF APPROVAL OF BUDGET ADJUSTMENTS (FRANCEY JESSON)**

Committee Review:

Finance Committee (Scheduled)

10/20/14

Council (Scheduled)

10/29/14

Councilor Bushee noted the 4-year term and didn't know why they contract had a 4 year term. In other committees other councilors have been questioning that. She also noted that at a certain time of the year the rate goes down. She asked if the City uses AAA for security at any other facilities

Mr. Pino said AAA is used for city hall.

Councilor Bushee remembered hourly being \$14 before.

Ms. Jesson explained that these are armed security guards that results in the difference in rate.

Councilor Bushee asked why it was at this time of year.

Ms. Jesson said that was odd in the bid but that was the way they bid it.

Councilor Bushee didn't want to see a 4 year contract.

Mr. Pino reminded the Committee that they all have the 60 day escape hatch.

Councilor Bushee said in the past, hourly rates went down. She thought a 2 year time frame seemed adequate.

Councilor Bushee moved to approve the request with a 2-year contract.

Councilor Dominguez second the motion for discussion.

Councilor Dominguez asked what the justification was.

Ms. Jesson said the last contract was for 4 years but had to be renewed every year. It is for administrative expedience. We have a 10 day cancellation clause in this contract.

Councilor Dominguez asked if the administrative expedience was so you didn't have to go back out in 2 years.

Ms. Jesson agreed. She was hoping not to have to do that but would do what the Council wants.

Councilor Dominguez what the outs were and Ms. Jesson briefly listed them.

Councilor Dominguez asked how many bids were received.

Ms. Jesson said six were received.

Councilor Rivera asked that when this goes to Council a list of the other bids that were presented and the scoring could be provided.

Ms. Jesson agreed.

Councilor Rivera asked who verifies that the security guards are registered and in good standing.

Ms. Jesson said before doing a contract on bids, staff had to do the qualifications. She followed the TSA requirements now.

Councilor Rivera asked if we didn't verify that they are in good standing.

Ms. Jesson said it was a good question and she would follow up on it. She explained that she has to submit their qualifications to TSA and TSA verifies it.

Councilor Rivera asked if this includes the ability to pass an annual physical.

Ms. Jesson said that is something their own company does.

Councilor Rivera reasoned that they could get from AAA for Council about what physical fitness qualifications they do require.

Councilor Rivera asked who checks to see that they were fully able to carry a firearm.

Ms. Jesson said TSA does that.

Councilor Rivera said it concerned him that we have a lot of requirements where the bidder was the only one who has to verify. He didn't know if there was a way for Ms. Jesson or TSA to verify that all requirements were met.

Ms. Jesson offered to ask the TSA representatives how they verify that.

Councilor Rivera would like to make sure they verify that. Ms. Jesson agreed.

Councilor Dimas asked how much experience this company has in airport security.

Ms. Jesson said they have several years at the Albuquerque Airport.

Councilor Dimas asked if the officers they will use would be officers who have already been trained in airport security.

Ms. Jesson said before they can work at the airport they have to do through a lot of training, including significant on-line video training.

Councilor Dimas was a little concerned about the carrying of weapons which was required. He also was concerned and hoping that the TSA really does check into these things. He asked if TSA had anything to do with the approval of this company.

Ms. Jesson said no, but TSA approved the scope.

Councilor Dimas asked if she had any kind of a report on the job they did at the Sunport.

Ms. Jesson said they worked for the Airport Commission.

Councilor Dimas surmised that was not part of the TSA.

Ms. Jesson agreed. What they did for the Sunport was similar to what they would do at the Santa Fé Airport.

Councilor Dimas asked if they would be handling people coming in and out of the airport gate.

Ms. Jesson said that all the screening and searches were done by the TSA. The AAA responsibility at the check point was that they were the first ones flagged over by TSA and could detain a person but not to arrest people.

Councilor Dimas understood their main duty was to secure the facilities.

Ms. Jesson agreed. When folks walk into the terminal off a flight the guards monitor that to make sure no one in terminal goes back out.

Chair Trujillo made a motion to approve the request with the amendment of a 2 year term contract. Councilor Dominguez seconded the motion and it passed by unanimous voice vote.

11. REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO EARLY NEIGHBORHOOD NOTIFICATION (ENN) ; AMENDING SUBSECTION 14-3.1(F)(3) SFCC 1987 TO REQUIRE THAT AN ENN BE CONDUCTED FOR NEW PARKS OF RECONSTRUCTION OR EXPANSION OF EXISTING PARKS, AND MAKING SUCH OTHER CHANGES AS ARE NECESSARY TO CARRY OUT THE INTENT OF THIS ORDINANCE (COUNCILORS DOMINGUEZ AND BUSHEE) (DAVID PFEIFER)

Committee Review:

Parks & Open Spaces Advisory Commission (Postponed)	08/19/14
Parks & Open Spaces Advisory Commission (Approved)	09/16/14
Planning Commission (Scheduled)	10/02/14
Finance Committee (Scheduled)	10/20/14
Council (Request to publish)	10/29/14

Councilor Bushee said the Committee did not see minutes from the Planning Commission. She asked if they wanted to limit the size of the park subject to ENN.

Ms. Byers said she went to the Planning Commission meeting last Thursday. It was unanimously approved.

Councilor Dominguez was not sure where you would draw the line.

Councilor Bushee said it involved public dollars.

Councilor Dominguez said it would be any public project, any public funds and his attempt was to establish something reasonable. He was amenable to reasonable changes.

Councilor Bushee preferred to leave off the financial qualifier.

Mr. Blake Whitcomb didn't think that would work.

Councilor Bushee asked if there was some better way to do it so people could have a say. She recalled the original intent was to include city projects so that people would have a say.

Mr. Whitcomb said that was more of a policy question.

Councilor Bushee was looking for some word smithing.

Councilor Dominguez said he was agreeable to amendments if they make sense. He noted that they all worked on this.

Councilor Bushee and Councilor Dominguez discussed ways of allowing public input and if there should be limits on park size. Chair Trujillo noted they had meetings in his neighborhood about it.

Councilor Dominguez agreed to go down to one acre now.

Councilor Dominguez made a motion to approve the request with amendments of the amount reduced to \$150,000 and the size reduced to one acre. Councilor Bushee seconded the motion and it passed by unanimous voice vote.

DISCUSSION AGENDA

13. REQUEST FOR DISCUSSION ON THE ZIA RAIL RUNNER STATION (KEITH WILSON)

Chair Trujillo said he requested this item and asked if there were City plans for the station.

Councilor Dominguez asked if this was a request for discussion.

Chair Trujillo agreed. He wanted to have discussion on this.

There was a question about whether this had proper notice.

Chair Trujillo asked if they would have to re-notice this item and advertise it to the public.

Mr. Whitcomb advised the Committee, if it was controversial, to err of the side of caution.

Mr. Pino said they could change it to discussion and no action.

Mr. Whitcomb suggested they might want to change it to Presentation by Staff.

Chair Trujillo said they would not do anything today and apologized to Mr. Wilson. It would be on the next meeting agenda

14. MATTERS FROM STAFF

Mr. Pino introduced Mr. Richard Thompson, the new Parks Director.

Chair Trujillo welcomed him. He said the parks were very important to him and would like to set down with Mr. Thompson soon.

Mr. Thompson said he found this City and Staff this last week as a great blessing and he was happy to be here.

Councilor Dominguez welcomed him aboard and would like to get together with him and the folks from the motor cross track.

Mr. Thompson said he has seen the facility and welcomed the discussion.

Councilor Bushee also welcomed him and asked if the community gardens would fall under his responsibilities. Mr. Thompson agreed.

Councilor Dimas congratulated him.

15. MATTERS FROM THE COMMITTEE

Councilor Bushee thought the orange barrel report would be in the packet. People miss them. She asked that it be brought to the Committee, especially when they have a short agenda.

Councilor Bushee asked why the Councilors didn't hear about the increase in sewer rates.

Councilor Dominguez invited everyone to the block party this Saturday at 11 a. m. and promised to send an email about it.

16. MATTERS FROM THE CHAIR

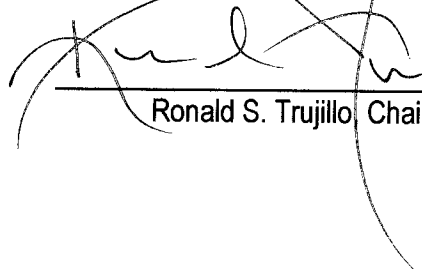
Chair Trujillo said he saw some progress on the weeds and was pleased.

17. NEXT MEETING: MONDAY, OCTOBER 27, 2014

18. ADJOURNMENT

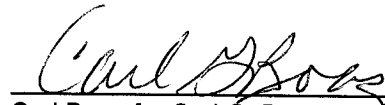
Having completed the agenda and with no further business to consider, the meeting was adjourned at 6:05 p. m.

Approved by:



Ronald S. Trujillo Chair

Submitted by:



Carl Boaz for Carl G. Boaz, Inc.