City of Santa Fe

Agenda

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AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
121 AVIATION DRIVE
BUILDING 3002B
July 07, 2016 - 4:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. WELCOME NEW BOARD MEMBERS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
    a. June 02, 2016 – Regular Session
6. OLD BUSINESS
    a. Request for Proposal – Rental Car Concessions (Becky Casper) (Information Only)
    b. Tax Assessments for Hangar Owners (County Tax Assessor)
    c. Air Service Development Update (Cameron Humphres) (Information Only)
7. NEW BUSINESS
    a. Five (5) Year CIP (Cameron Humphres)
    b. U.S. Air Academy Update (Troy Padilla) (Information Only)
8. PUBLIC INVITED TO BE HEARD
9. BOARD AND/OR STAFF COMMENTS AND/OR REQUEST FOR FUTURE AGENDA ITEMS
10. NEXT MEETING: August 04, 2016
11. 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

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AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
JULY 7, 2016, 4:00 PM

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AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
THURSDAY, JULY 7, 2016, 4:00 PM

1. CALL TO ORDER

The meeting of the Airport Advisory Board was called to order by Chair, Stephen Ross, at 4:00 pm, on Thursday, July 7, 2016, at the Santa Fe Municipal Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT
Stephen Ross, Chair
Chris Ortega, Vice Chair
Simon Brackley
Troy Padilla
Mike Szczepanski
Eleanor Ortiz

MEMBERS ABSENT
Bud Hamilton, Excused

OTHERS PRESENT
Gus Martinez, Santa Fe County Assessor
Isaiah Romero, Chief Commercial Appraiser
Chris Magnussan
James Brogan, Enterprise
Steve Merian, AASF
Gary Dawson
Ron Krohn
Kathryn O'Dell, Envoy
Ken Didapp, Jet Center
Kent Freier, Molzen Corbin
Cameron Humphres, Airport Manager
Becky Casper, Airport Administration

3. WELCOME NEW BOARD MEMBERS

This was done at the last meeting.

4. APPROVAL OF AGENDA

Mr. Padilla asked that item 6 (B) be moved up to the first item under 6.

MOTION A motion was made by Ms. Ortiz, seconded by Mr. Ortega, to approve the agenda as amended.

VOTE The motion passed unanimously by voice vote.

5. APPROVAL OF MINUTES JUNE 2, 2016

MOTION A motion was made by Mr. Padilla, seconded by Mr. Ortega, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

6. OLD BUSINESS

A. REQUEST FOR PROPOSAL - RENTAL CAR CONCESSIONS

Ms. Casper informed the Board that the Airport Administration had some unforseen circumstances come up and they had to put the rental car RFP on a new schedule pushing it back some. The information is in the Board packets.

Chair Ross asked it is now scheduled to go out to October.

Ms. Casper said yes that is correct. We will operate the rental car concessions on a month to month basis until then.

B. TAX ASSESSMENTS FOR HANGER OWNERS

Mr. Martinez said the County recently put the airport hangers on the tax rolls. Most of the owners just got the tax notice and not the notice of value. He has had meetings with several people and has corrected that. You will receive both next year. He apologized for that confusion and said it was an error in their system.

Mr. Martinez said a lot of you had received assessments and are concerned about how we came up with value. We used the information we had at the time and made an educated guess using the Marshall and Swift guidelines. We are trying to get more information now so that we can look at the values again. His goal is to make sure everyone is treated fair and equitably and that the values are something you can live with. We have made some appointments to come out here to look at some of the

hangers in person. We had tried to do that in the past and were not able to.

Mr. Romero said he will be coming on the 19th in the afternoon to see the hangers. If you want to schedule time with him please contact him. If you have any cost information, he would like to have it. If anyone is subleasing the property he would like to see that and/or any sale information you may have. We are valuing this on a cost value now. With your help we can get to a closer scope.

Mr. Dawson said there is a cost to build and construct, but we have included paving and grading as well. You are only taxing the building, right.

Mr. Romero said yes. He would love to meet with Mr. Dawson.

Mr. Dawson said he will be at the Airport on the 19th.

Chair Ross suggested you may want to explain why after being here over twenty years we are just now getting on the tax rolls.

Mr. Martinez said this was brought to our attention a few years ago. A hanger was being sold and we assessed it. Then it was said if we were valuing that one we needed to look at everyone else as well. We are audited by the State of New Mexico Tax Division. That was something they pointed out to us. We then had to take a look at the hangers. He came into office in 2015 and he and his office takes responsibility for this.

Mr. Humphres asked how a hanger might be taxed on a depreciation schedule.

Mr. Martinez said we discussed that. Leases end. We thought maybe we could use depreciation and that doing it as personnel property would be the way to go. That is something we can take a look at but we would need the documentation from your tax schedule.

Mr. Romero said the ski resorts depreciate their gondolas on a deprecation schedule.

Mr. Humphres said in order for the asset to be taxed at a depreciated rate it needs to be on an individual or corporate tax form as a depreciated asset.

Mr. Martinez said he is thinking it would have to be on a corporate tax form. He needs to look more at that.

Chair Ross said some can depreciate it as business property.

Mr. Martinez said if it is affixed to the ground it is considered real property. We would need to work together on those kind of things. He wants everyone to understand

and have no surprises.

Mr. Padilla said here at the airport it can be removed.

Mr. Romero said some leases state that.

Mr. Szczepanski said you are saying it has to be a business that is depreciating it. Are we more concerned with what people are doing with their Federal taxes than with what the hanger is worth. If it is not a company it seems like common sense what the value would be.

Mr. Martinez said we can't give you clear direction until we sit down with the attorney.

Mr. Szczepanski said it seems like it would be linear.

Mr. Romero said we do it several ways. Marshall and Swift has factors for depreciation.

Mr. Romero said we do a reappraisal every five years. At that time we look at the depreciation regarding the value for real property. Personnel property is what you report every year. With depreciation it goes down year after year unless we have sales information showing other values.

Ms. Ortiz said thank you Mr. Martinez. What are the base value comps.

Mr. Romero said we use three approaches. We are utilizing the cost approach here. We don't have enough information otherwise. If we can get more information we could run an income or sales approach. We would like to see the actuals.

Ms. Ortiz asked how would you say they determine this in Colfax County.

Mr. Martinez said Marshall and Swift guidelines are broken down by regions within the United Stated. It is depending on costs in those areas. If we have the right information all three approaches would be close to the same.

Ms. Ortiz asked who is our cohort within the Santa Fe area to compare us to.

Mr. Martinez said we would have to look into that.

Mr. Romero said it is divided regionally then each City has a factor applied to it. Santa Fe is a bit more expensive. Who is comparable is hard to say.

Ms. Ortiz asked are any of these folks meeting with you to help you determine the facts.

Mr. Martinez said we have met with some folks who have come to the office and have asked to make visits and get as much information as possible so that we can get with everyone and come up with something that is workable.

Ms. Ortiz asked will you come back to this meeting and give people in the audience an opportunity to speak to the process.

Mr. Martinez said we usually meet on a one on one basis but if that will be beneficial we can figure that out. If that is what you would like us to do.

Mr. Humphres asked can we ask and have answered the question of if we can treat the hanger as personal property.

Mr. Martinez said he will ask his attorney and get back with Mr. Humphres. If we can, that might be the easiest way to do it. We are willing to do both.

Ms. O'Dell said there has to be some comp in the state that can be used.

Mr. Martinez said there are other small airports. It is hard with commercial properties. We are willing to look at anything that is similar.

Chair Ross said a number of people will meet on the 19th, then what do you expect.

Mr. Martinez said hopefully we get enough information to run the three approaches to value. Then we can meet individually or meet with the Board if you want.

Mr. Romero said they hope to conclude this by the second week of September.

Mr. Martinez said the faster the better. If values are adjusted they can be reflected for November.

Mr. Humphres said as we move forward we are going to encourage hanger development at the airport. It would be helpful if we had some information to give potential owners as to how their property would be taxed.

Mr. Martinez said he is willing to do a pamphlet on that so that they will know what to expect.

Mr. Humphres said that would be great.

Mr. Romero said we will also have information on our website.

Mr. Szczepanski asked if you find a hanger valuation that is incorrect will the

others be reevaluated.

Mr. Martinez said we do each one individually and they should be close within reason based on size and quality.

Chair Ross asked when we come to an agreement and move on will it be documented somewhere.

Mr. Martinez said everything we do is documented. The history of valuation will be there.

Mr. Padilla said when those three hangers were built and sold they were essentially a shell. Some have been upgraded. Do you value the shell.

Mr. Romero said we include the upgrades.

Mr. Martinez said the ones with upgrades would pay more.

Mr. Dawson said for our hangers we have an Association. There are two buildings and inside are the hangers. We pay the portion relative to our hanger space. Do you value the entire building.

Mr. Romero said it depends on how it is platted.

Chair Ross said thank you.

Mr. Martinez said let us know if you want us to do a presentation for you. Thank you Troy for bringing this to our attention that folks were concerned. Sometimes putting a face to the issue helps and goes a long way. He is about building relationships and trust.

Mr. Romero said the more information he receives the better.

Chair Ross said he appreciates Mr. Martinez coming today. It has been very helpful. Let us know what you need from us.

C. AIR SERVICE DEVELOPMENT UPDATE

Mr. Humphres said he reported at the last meeting that he was going to attend Jump Start which is individual meetings, like speed dating, between airlines and airports. He did attend and visited with eight different airlines. United, American, Alaska, Allegiant and some small regional carriers. He thought the meetings went extraordinarily well. He found that Santa Fe has earned a reputation of not being

terribly interested in promoting commercial air service. That attitude was relayed back to him from almost every carrier. Their belief is that Santa Fe is not pursuing additional air service or terribly interested is doing so. There are also some concerns out there about weight limits and other things. It is a good time to let these carriers know we are aggressively pursuing new and additional air service. We also want to notify them about the terminal expansion and updated information on weight limits of the runway. He did that and they were very encouraged to hear it.

Mr. Humphres said he also shared the information that we created the Northern New Mexico Air Alliance as part of the Chamber. Long term we want it to become it's own entity. They are created to bring their ideas and funds to the table to encourage air service. Santa Fe, as a market, is a great air service market and he shared that with the airlines. We have a lot of untapped potential. We want to get passengers back from the Albuquerque Sunport. 85% of the passengers coming in and out of Santa Fe are using the Sunport. We can do better. We were very well received.

Mr. Humphres reported that he has had follow up conversations with five out of the eight airlines. This is a long process. It takes a long time to convince an airline to expand. We have great expectations and a lot of energy. The Air Alliance also submitted a small grant application and the Santa Fe Municipal Airport is one of the few who were awarded one of these grants to encourage new air service in Santa Fe. The grant is for $500,000. State DOT has a $200,000 match and others have contributed $300,000. We looking at providing marketing support. If we want to fly into Phoenix we market in Phoenix. We can also provide revenue guarantees to the airlines. The first two years are the most expensive and the highest risk. If an airline is interested in a City pair like Santa Fe and Phoenix, they determine what their revenue expectations are over a one year period. They can then enter into a guarantee with us that we will cover any gap up to a certain amount of money. Most often you never have to write a check. We are excited about this. It is vital to this community. The airport is an economic engine for the community and we need to grow it.

Ms. Ortiz asked how did your date with Alaska Air go. Wouldn't we be in a good spot to attract people from there.

Mr. Humphres said the date went well. He did get their phone number and will follow up. Santa Fe could be a great market for them. The issue is they are trying to absorb Virgin. When airlines do that they are reluctant to expand service while going through a merger. Relationships start with a conversation. He will continue to reach out to them. Los Angeles is their hub. For most airlines the next stop from LA is the ocean. For Alaska they use it to go up and down the coast.

Mr. Padilla said this is good news. Congratulations on the money. Randy Randall found out this week that their budget for Tourism was cut. With the money you are getting how do we secure that the money stays for the airport and the airport only.

Mr. Humphres said part of the money has already been committed. Certainly it is going to be an item for discussion but he is confident in Randy and his staff's ability to know what the priorities need to be. Everyone recognizes that air service is integral to Santa Fe.

Mr. Ortega asked what is the best situation in terms of timing to bear fruit and get another airline to come to Santa Fe and secondly what is the plan to fit into our terminal expansion.

Mr. Humphres said he is reluctant to give time lines. His best estimate is that it could be possible in nine months to a year. There are several ways to grow air service. You can add routes to airlines you have and bring in new airlines. United is growing air service here. In October they will doubling from two to four flights a day in response to the Balloon Fiesta and other things. American is looking at bringing in larger aircraft. We are hopeful that within a year we have a new route as a minimum. As it fits into our terminal expansion, our Master Plan shows we need 30,000 feet of terminal space and we have 9,000. The space issue needs to be addressed but today we can handle aircraft up to one hundred fifty seat jets or up to three fifty seat jets at a time. We need to aggressively move forward.

Mr. Ortega asked would it end up being a chicken and egg down the road.

Mr. Humphres said it is demand or facility first. That is what the Master Plan is about. It creates a forecast over a twenty year time horizon. It is the chicken and the egg. The Master Plan provides the foundation for the majority of the funding mechanisms. It established the funding requirements for the airport and allows us to apply for grants and funding.

Mr. Ortega said so you feel the funding sources would be more generous with having the Master Plan as a basis.

Mr. Humphres said absolutely.

Mr. Brackley said it is significant that during the budget crisis the airport was one of the few entities to get expanded funding. Speaking for the Air Alliance he would like to create an opportunity for this airport to provide services to be a hub for this region. Those dollars will help generate the ability to see the wisdom of making an investment in the future.

7. NEW BUSINESS

A. FIVE YEAR CIP

Mr. Humphres said we are a Part 139 airport. We are part of the National Airport and Air Space Plan. We are required to have a Master Plan. Our plan goes into the National Plan. We can use that to help justify funding for our airport.

Mr. Humphres said there is a chart of our CIP Plan in your packet. It is a draft five year plan. This is a living, breathing document. Every year we do a reassessment of the plan. The FAA asks us to do a five year plan. We submit an updated plan to the FAA every year. 2017 is our fiscal year which started July 1. We are in 2017 projects already. He wanted to highlight our plans for this year. The two biggest facility concerns are runway 220 and the terminal. Those are the highest priority. Runway 220 is our primary runway. The top inch of that is delaminating. It pops out and creates big chunks of asphalt. The temperature changes and it pops off a chunk. Our staff has done a really good job of maintaining it but we need to resurface it. It will be done in two phases. Design then construction. 2017 is the design phase then construction next year. We are planning on milling out top three inches then laying three inch mill and four inch overlay. We want to put in grooves. Grooves channel water off the runway and gives better friction. If we groove it we can mitigate some of the weight restrictions we have for commercial carriers. We get the majority of our capital improvement money from federal grants based on the number of passengers. This is a $4.7 million project. We are guaranteed $1 million from Feds. The Feds have the discretion to add money to cover the gap. They have agreed, in principal, to give us that money.

Mr. Humphres said almost all of the projects on this chart are design. The next priority is the terminal. In 2018 we will begin the design on an expanded terminal building. This is a big puzzle of how to fit needs into the funds.

Mr. Szczepanski said he sees that it will cost $10 million to build a new terminal. What are our prospects for funding.

Mr. Humphres said he thinks we can bring $4 million to the table. He is going to try to go after additional Federal dollars. The FAA's priority is to start at the middle of runways and move out from there. We will also ask the State. He has already put in a request to the State for $7 million. He has asked the City as well. We can also look at doing bonding. He doesn't want to enter into debt but is an avenue if necessary.

Ms. Ortiz said she doesn't see in the 2020 terminal building expansion any money for the paving of the parking lot.

Mr. Humphres said the terminal expansion has to include expanding the parking lot. We have $1 million in the plan for that.

Mr. Ortega said to help us understand the CIP process, he would like to talk about a couple of things. Back in October, Jon brought us a five year plan. It was approved by the City. The approval motion we made at that meeting was to approve

what was in the October plan and add three slope indicators, airport security gates and key pads. Those items seem to have gone away. Are they buried in these numbers and why was a plan done in October and we now doing one at this point. Both were started with FY 17 and
go for five years. When the City approved the budget it included a five year CIP plan consistent with what you brought today but not with the one in October. He is trying to understand.

Mr. Humphres said he came to dance pretty late and as such he went to FAA and asked what is achievable. We changed the CIP in coordination with the FAA to say what is achievable in terms of what they are willing to do. When Jon brought this before the Board he was doing his due diligence. In the future the plan is to bring a draft plan to this body and review it and then take it to Council. Unfortunately due to the timing with FAA , the most important document we send out is what we send out to FAA. They told us that what was on our October five year plan they did not concur with. It is a matter of what they look at. They look at the coming year and 5 years out. The timing of the projects within that plan that they could support in terms of funding. They said they can provide some discretion money next year but in order to do that we had to step up the design phase.

Mr. Freier said specifically the slope indicators on taxiway gulf is what you are talking about. It is a negotiation process with FAA. All of a sudden taxiway delta came up as more of a priority. The CIP goes out to 2030. Those projects got bumped a few years down the line. Mr. Humphres has to negotiate with FAA on an ongoing basis. It is in the best shape it has every been in since he took over. Normally they ask for it every March but it has been going on more frequently than that.

Mr. Humphres said we are working on a grant to Homeland Security to get money for upgrades to gates and security. The City Emergency Manager is applying. We are fairly confident we will get it. In terms of the process moving forward, he would like to bring a draft CIP to the Board for comment then take it to the City then submit it to FAA. We can do all those things perfectly and then have the FAA come back and say we are not able to do this and this. That is why it is a draft and an ever changing document working with FAA. The projects are all there and in the Master Plan. It is just a matter of where do they fit.

Mr. Ortega asked if this is a draft when does it become approved and approved by whom.

Mr. Humphres said technically the only approved CIP is the CIP we submit to the FAA and that they agree on. The City could approve the CIP but that would not mean the FAA would accept it. When FAA comes to us and says we need an updated CIP and here is our input on it then when we submit that it becomes the approved CIP.

Mr. Ortega said so we should not get it burned into our brains that there is a

2016 CIP that is approved and that there will be another one twelve months later.

Mr. Humphres said that is correct. This is a living, breathing document. We don't know what our funding will be until we put in an application for the projects and they issue a grant offer. He has had to shelve projects when FAA said they did not have the money. There is no concrete CIP. All the projects are there but shuffled around.

Mr. Ortega said so the plan on runway 220, he remembers the number for the rehab of the runway was $8 million. Now it is $4.7 million. How did it change.

Mr. Humphres said it was part of the negotiation with FAA. If we could get FAA to buy into this, not only would we rebuild 220 we would extend it and pave it in concrete and do lights but that is a substantial project. We need to strengthen that runway and extend it. This is the bare minimums. Weight bearing capacity is the biggest issue on that runway. We need to be prepared for that.

Mr. Ortega asked is the FAA pushing away from course friction course mix.

Mr. Freier said it is not even allowed anymore.

B. U.S. AIR ACADEMY UPDATE

Mr. Padilla reported that the weather cleared up in Dallas so they were able to go home. They were very pleased with this airport and they are even talking about an alternative base here.

8. PUBLIC COMMENT

Mr. Krohn said in May he hosted a group of pilots from the Colorado Pilots Association for the weekend. Phnom was here so it was loaded with jets. They were blown away by the way the Santa Fe Jet Center rolled out the red carpet for them. Thank you Troy. The other issue he wants to address is that of hanger taxation. He has delved into this head first. He has researched the issue, met with outside council and met with Isaiah. They spent their time today talking about the valuation of the hangers. They even admit they just threw out a number. The thing they have not addressed is are they really assessable and taxable. According to State Statutes, personnel property is non taxable. There is a Supreme Court decision regarding a lease holder who had a cabin built on a ranch. He sold the cabin. The creditors tried to attach the proceeds of the cabin sale. The Court ruled that because the lease stated he could remove the cabin from the land it was personnel property. Here on the airport our leases say the hangers are removable.

Mr. Krohn said the County has seen this airport and hangers as a source of revenue. How does the County support this facility.

Mr. Humphres said that is unclear.

Mr. Krohn said maybe the Board should ask the Council to get the County to provide financial support out here.

Mr. Dawson said he liked what he said. They are personnel property.

9. BOARD AND/OR STAFF COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Mr. Szczepanski said a while ago there was a plan related to a fiber optic line coming to the airport. Is there any information on that.

Mr. Humphres said Century Link is in the process of installing fiber optic cable to the airport and to the terminal. It's primary purpose is to be able to provide faster better internet connection for City of Santa Fe, the terminal and terminal tenants. Century Link is looking at the availability of extending the line.

Mr. Szczepanski said he noticed the police out here again today. His concern is that we don't necessarily have good compatible land use between us and the police. They were supposed to pay for their use of property. There was supposed to be a financial arrangement. A firing range, bomb disposal, simulating traffic stops on the access road, people running up and down the road in military gear is not welcoming. Is this a good long term plan to have the airport be the bomb disposal range.

Mr. Humphres said we can attach this as a future agenda item. He is working with the City now on the firing range, impound lot, wastewater treatment plant and sludge plant that are on our property. Federal requirements say that they have to pay fair market value and they are not paying. There are no exclusions for City uses. We did have an exchange program for a while. The police pulled that service out. He has brought this to the attention of the City Manager and the Mayor and they are working to bring to this to a resolution. It is not only the City Police. It is the State Police as well. They have helicopters and black vehicles out here.

Mr. Szczepanski said it is good common sense that this is not good airport activity.

Mr. Humphres said he can update the Board when he has more information.

Mr. Szczepanski said he would also like an update on access from Jaguar. At

the last Master Plan Committee meeting it was reported that it was almost ready. It looks the same as it did that day and that was a long while ago.

Mr. Humphres said Jaguar Lane is on the plans for development. The overpass across 599 has been built. The developer on both sides of 599 is obligated to extend the road out to the airport. They are obligated with the City. However they are not obligated to any time line. He met with the developers. They said they need the revenue to do it. They said they need to develop the other side of 599 and sell some property. He and Matt O'Reilly have been in conversation and there are ways to help promote that. We are working on it.

Mr. Szczepanski said it would be a huge benefit to the public face of the airport.

Mr. Humphres said after the terminal and runway that is the most important item. It helps to improve the economic viability of the airport in addition to the public face.

Mr. Ortiz asked would it be appropriate for us to design or come up with a Resolution that we would like to be in conversations on that.

Chair Ross said we need an agenda item on this.

Ms. Ortiz asked in our budget do we have money set aside for attorney fees. Mr. Krohn brought up a very good point.

Chair Ross said we have the City Attorney's Office.

Ms. Ortiz asked do we have our own.

Chair Ross said no.

Ms. Ortiz asked don't we need an opinion on this hanger tax.

Chair Ross said they have not heard from their own attorney yet.

Ms. Ortiz asked when will they be doing that.

Chair Ross said Ron is way ahead of them.

Ms. Ortiz asked do we need to fiddle around with that if in fact the AG might decide it is not legal. It seems you can talk something like that to death and there could be a shorter answer.

Chair Ross said our Hanger Association is involved and the individual hanger owners are as well. Hopefully they will see the light or present something that is acceptable the first week of September.

Mr. Humphres said as soon as he found out about this he called the City Attorney to find out if the County has the taxing authority to tax the hangers. They said they did. He going to go back with Ron's information and see what they think.

Ms. Ortiz asked should we ask him what he thinks would be an appropriate way to proceed here.

Mr. Dawson said if this turns out to be right and we not subject to taxes if we pay this year they not going to give back so the quicker we get on this the better.

Chair Ross said they are confused. They are non commercial.

Mr. Humphres said he will let the Board know what comes of his meeting with the City Attorney.

Mr. Brackley said this Board used to receive traffic updates and operations at the airport. He would like to request that please. We used to get it every meeting. He would like to please receive the information at the next meeting at least.

Mr. Padilla said he noticed badges running around. Also he would like to know about the TSA grants for gates. It would be nice to know.

Mr. Humphres said he will get those items on the agenda for next time.

10. NEXT MEETING: AUGUST 4. 2016

11. ADJOURN

MOTION A motion was made by Mr. Brackley, seconded by Mr. Padilla, to adjourn the meeting.

VOTE The motion passed unanimously by voice vote.

The meeting adjourned at 5:50 pm.

Stephen Ross, Chair

Elizabeth Martin, Stenographer