



Agenda

CITY CLERK'S OFFICE

DATE 10-5-10 TIME 1:12

SERVED BY Stephanie Lopez

RECEIVED BY [Signature]

AMENDED PUBLIC UTILITIES COMMITTEE MEETING

CITY COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 6, 2010
REGULAR MEETING – 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 THE SEPTEMBER 1, 2010 MEETING

INFORMATIONAL ITEMS

6. Status Report on the Solid Waste Management Division. (Regina Wheeler)
7. Las Campanas Update. (Marcos Martinez) **VERBAL**
8. Presentation on the New Household Hazardous Waste Facility Cost Benefit. (Regina Wheeler)
9. Recycling Awareness Partnership with the Santa Fe New Mexican. (Regina Wheeler)
10. Update on City of Santa Fe's Request for Grandfathered Status for the 15 Cent Renewable Energy Credit (REC) With the Public Regulation Commission. (Nick Schiavo and Marcos Martinez) **VERBAL**

CONSENT CALENDAR

11. BDD Project Manager's Monthly Project Exception Report. (Rick Carpenter)
12. Update on Current Water Supply Status. (Victor Archuleta)
13. Request for Approval of the 2011 Public Utilities Committee Meetings Schedule. (Stephanie Lopez)

14. Request for Approval of the Award of Bid No. '11/11/B – CIP # 941 and Approval of Contract with Sub Surface Contracting, Inc. Using State Funds for the 2400 Block Agua Fria Water and Sewer main Extension Project Phase II for \$166,143.82 Inclusive of NMGR T and for the Approval of a Contingency Amount of \$22,695.18 Inclusive of NMGR T. (Stan Holland)
15. Request for Approval of Two (2) Additional Positions for BDD Project That Were Funded by the BDD Board and City Council but Inadvertently Not Approved or Created. (Rick Carpenter)

DISCUSSION ITEMS AND ACTION ITEMS

16. Request for Approval of Adoption of the Annual Water Report. (Claudia Borchert)
17. Las Campanas Request for Up to an Additional 150 Acre-Feet of Treated Effluent Through December 31, 2027. (Brian Snyder and Marcos Martinez)
18. Request for Approval of Bill No. 2010-_____. An Ordinance Amending Rule 18, Exhibit A of Chapter 25 SFCC 1987 Regarding Water Meters for Multi-Family Dwelling Unit (Apartments and Condominiums). (Brian Snyder) (Councilor Romero)
 - a. A Resolution Adopting Requirements for Master Water Meters for Multi-Family Dwelling Units (Apartments and Condominiums)

MATTERS FROM THE CITY ATTORNEY

ITEMS FROM STAFF

MATTERS FROM THE COMMITTEE

NEXT MEETING: WEDNESDAY, NOVEMBER 3, 2010

ADJOURN

PERSONS WITH DISABILITIES IN NEED OF ACCOMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 505-955-6520, FIVE (5) WORKING DAYS PRIOR TO THE MEETING DATE.



Agenda

CITY CLERK'S OFFICE

DATE 9-29-10 TIME 10:50

SERVED BY [Signature]

RECEIVED BY [Signature]

**PUBLIC UTILITIES COMMITTEE
MEETING
CITY COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 6, 2010
REGULAR MEETING – 5:00 P.M.**

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**SUMMARY INDEX
PUBLIC UTILITIES COMMITTEE MEETING
Wednesday, October 6, 2010**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	1-2
APPROVAL OF CONSENT AGENDA	Approved	2
CONSENT AGENDA LISTING		2-3
APPROVAL OF MINUTES FOR THE SEPTEMBER 1, 2010 MEETING	Approved [amended]	3
<u>INFORMATIONAL ITEMS</u>		
RECYCLING AWARENESS PARTNERSHIP WITH THE SANTA FE NEW MEXICAN	Information/discussion	3-5
STATUS REPORT ON THE SOLID WASTE MANAGEMENT DIVISION	Discussion/direction to staff	5-7
PRESENTATION ON THE NEW HOUSEHOLD HAZARDOUS WASTE FACILITY COST BENEFIT	Postponed to 10/18/10	7
LAS CAMPANAS UPDATE	Information	7
UPDATE ON CITY OF SANTA FE'S REQUEST FOR GRANDFATHERED STATUS FOR THE 15 CENT RENEWABLE ENERGY CREDIT (REC) WITH THE PUBLIC REGULATION COMMISSION	Information/discussion	7
<u>DISCUSSION AND ACTION ITEMS</u>		
REQUEST FOR APPROVAL OF ADOPTION OF THE ANNUAL WATER REPORT	Approved	8
LAS CAMPANAS REQUEST FOR UP TO AN ADDITIONAL 150 ACRE FEET OF TREATED EFFLUENT THROUGH DECEMBER 31, 2010	Postponed to 10/18/10	8

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
REQUEST FOR APPROVAL OF BILL NO. 2010- ____.		
AN ORDINANCE AMENDING RULE 18, EXHIBIT A OF		
CHAPTER 25 SFCC 1987, REGARDING WATER METERS		
FOR MULTI-FAMILY DWELLING UNIT (APARTMENTS		
AND CONDOMINIUMS)	Approved	8-9
A RESOLUTION ADOPTING REQUIREMENTS		
FOR MASTER WATER METERS FOR MULTI-		
FAMILY DWELLING UNITS (APARTMENTS		
AND CONDOMINIUMS)	Approved	8-9
MATTERS FROM THE CITY ATTORNEY	None	10
ITEMS FROM STAFF	None	10
MATTERS FROM THE COMMITTEE	Information/discussion	10
NEXT MEETING: WEDNESDAY, NOVEMBER 3, 2010		
ADJOURN		

**MINUTES OF THE
CITY OF SANTA FE
PUBLIC UTILITIES COMMITTEE
Wednesday, October 6, 2010**

1. CALL TO ORDER

A meeting of the Public Utilities Committee was called to order by Councilor Rebecca Wurzburger, Chair, at approximately 5:00 p.m., on Wednesday, October 6, 2010, in the Council Chambers, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Councilor Rebecca Wurzburger, Chair
Mayor David Coss
Councilor Matthew E. Ortiz
Councilor Ronald S. Trujillo

MEMBERS EXCUSED:

Councilor Patti J. Bushee

OTHERS PRESENT:

Brian Snyder, Public Utilities Director
Stephanie Lopez, Public Utilities
Marcus Martinez, Assistant City Attorney
Melessia Helberg, Stenographer

There was a quorum of the membership present for conducting official business.

NOTE: All items in the Committee packet for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Public Utilities Department.

3. APPROVAL OF AGENDA

Councilor Ortiz would like to postpone #17 to the next meeting, and direct staff, particularly

the City Attorney's Office, to give us a legal memorandum, and/or go into Executive Session, regarding the status and nature of the agreement we entered into with the corporate entity of Las Campanas. He said this is a different entity that is trying to get the benefit of that agreement.

Chair Wurzburger would like to hear Item #9 before Item #6, and then Item #8 before hearing Item #7.

MOTION: Councilor Ortiz moved, seconded by Councilor Trujillo, to approve the Agenda as amended.

VOTE: The motion was approved on a voice vote, with Councilor Ortiz and Trujillo voting in favor of the motion, no one voting against and Mayor Coss absent for the vote.

4. APPROVAL OF CONSENT AGENDA

MOTION: Councilor Ortiz moved, seconded by Councilor Trujillo, to approve the following consent agenda as published.

VOTE: The motion was approved on a voice vote, with Councilor Ortiz and Trujillo voting in favor of the motion, no one voting against and Mayor Coss absent for the vote.

CONSENT CALENDAR

- 11. BDD PROJECT MANAGER'S MONTHLY PROJECT EXCEPTION REPORT. (RICK CARPENTER)**
- 12. UPDATE ON CURRENT WATER SUPPLY STATUS. (VICTOR ARCHULETA)**
- 13. REQUEST FOR APPROVAL OF THE REVISED 2010 PUBLIC UTILITIES COMMITTEE MEETING SCHEDULE (STEPHANIE LOPEZ)**
- 14. REQUEST FOR APPROVAL OF THE AWARD OF BID NO.11/11/B – CIP #941 A AND APPROVAL OF CONTRACT WITH SUB SURFACE CONTRACTING, INC., USING STATE FUNDS FOR THE 2400 BLOCK, AGUA FRIA WATER AND SEWER MAIN EXTENSION PROJECT, PHASE II, FOR \$166,143.82, INCLUSIVE OF NM GRT AND FOR THE APPROVAL OF A CONTINGENCY AMOUNT OF \$22,695.18, INCLUSIVE OF NM GRT. (STAN HOLLAND)**

15. **REQUEST FOR APPROVAL OF TWO (2) ADDITIONAL POSITIONS FOR BDD PROJECTS THAT WERE FUNDED BY THE BDD BOARD, AND CITY COUNCIL BUT INADVERTENTLY NOT APPROVED OR CREATED. (RICK CARPENTER)**

5. **APPROVAL OF MINUTES FOR THE SEPTEMBER 1, 2010 MEETING.**

Ms. Lopez said on page 24, line 7, it should be "2011" instead of "2012."

MOTION: Councilor Trujillo moved, seconded by Councilor Ortiz, to approve the minutes of the meeting of September 1, 2010, as amended.

VOTE: The motion was approved on a voice vote, with Councilor Ortiz and Trujillo voting in favor of the motion, no one voting against and Mayor Coss absent for the vote.

[STENOGRAPHER'S NOTE: A corrected page was submitted for the minutes of September 1, 2010, showing the correct date.]

INFORMATIONAL ITEMS

9. **RECYCLING AWARENESS PARTNERSHIP WITH THE SANTA FE NEW MEXICAN. (REGINA WHEELER)**

A sample copy of the Green Sheet which will be in the newspaper on Thursday once a week is incorporated herewith to these minutes as Exhibit "1."

Ms. Wheeler said the City and The Santa Fe New Mexican are partnering on the "Save a Ton Campaign," in support of a 2008 Resolution adopted by the City to achieve 33% recycling, and in support of the Sustainable Santa Fe Plan which states a goal of 0% waste. She said the City currently is recycling 8% of our waste. She said we have curbside recycling and recycling at BuRRT.

Ms. Wheeler introduced Ginny Sohn, Associate Publisher, and Al Waldron, Director of Operations. She said they have worked together to create this awareness program to stimulate businesses and residences to work together to get recycling out of the landfill.

Ms. Wheeler said one of the elements of the initiative is a one page green sheet in the newspaper weekly.

Ms. Sohn said she and Al Waldron are glad to participate, noting the business plan is included in the packet. She said this is the way The New Mexican can be an asset in a program to raise community awareness and encourage participation by both commercial and residential. She has samples of the monthly/Thursday full page and the weekly direct mailing.

Councilor Ortiz asked the anticipated expense to the City to place the quarterly ads, the inserts and the radio campaign.

Ms. Wheeler said that is part of the regular budget of \$30,000, which includes other items.

Councilor Ortiz asked if SWMA is going to contribute as well.

Ms. Wheeler said this is a City expenditure to educate our businesses and residents about the services we provide, noting a recent insert in the water bills showing people how not to overload the barrels, how to tag bags, what we do and do not accept in recycling. She said the 2008 Resolution directs staff to have an ongoing, major education campaign. She said it hasn't been very vibrant, but they now are stepping it up to help the Division with customer satisfaction.

Councilor Ortiz would like to see a measurable outcome at the end of the program to see if the money being invested will increase recycling.

Ms. Wheeler said this is aimed at doubling the recycling rate, and we will be advertising the progress. She said the Green Sheet is being provided by the New Mexican, although we will have input into what is on the top of the page.

Councilor Ortiz asked if all of the \$30,000 will be going to the New Mexican.

Ms. Wheeler reiterated that this is the entire advertising budget for the Division. She will be meeting with Hutton about the radio campaign there. She said it is for a broad range of advertising that we need to do to support our program.

Councilor Wurzbarger said as she understands it, there is \$30,000 in the budget and the proposal is to spend \$24,000 for ads in the New Mexican.

Ms. Wheeler said there is no charge to the City for the initiative and the City already does other advertising in the newspaper.

Ms. Sohn said the budget wouldn't change for the City, and nothing the City plans to advertise would increase in cost in any way. She said isn't their intention in any way to get the City to spend more in this initiative. She said their goal was to partner with the City, and any space

devoted to this is "on the New Mexican's shoulders." She said they plan to support this initiative is by selling to local businesses in connection with this initiative so that they can, in juxtaposition to the information about recycling, do publicity for their own businesses which lets the community know they also are recycling and trying to contribute. She said the New Mexican has a partnership with Hutton Broadcasting where they exchange newspaper space and radio time. They would use some of that exchange to help support the recycling initiative.

Chair Wurzbarger said that wasn't clear in the information, and thanked her for that clarification.

6. STATUS REPORT ON THE SOLID WASTE MANAGEMENT DIVISION. (REGINA WHEELER)

Ms. Wheeler said the details are provided in the report which is in the Committee packet, and she can answer questions. She said morale has increased as well as service levels and they are beginning to see a difference.

Chair Wurzburg asked what is "ongoing feedback from operators."

Ms. Wheeler said the new fees recently went into effect at the transfer station, and we are having to weigh the commingled waste and glass separately, so drivers have to go around twice to the scales. She said the operators stopped by and asked if they could start the new ticket on the outbound scale. She said they are getting feedback on equipment specifications and they reviewed those with the drivers, and reviewed the same specifications with the mechanics this afternoon. She said there is a more inclusive, responsive management style.

Councilor Wurzbarger asked about the Lockout Tag Out Training.

Ms. Wheeler said this is an important safety standard which requires an employee to be trained in a series of procedures with regard to working on equipment which might have stored energy, such as an arm that could fall, or a packer blade which is retracted which could fall. There needs to be a series of procedures to be followed so there is no energy release which could hurt the employee. They took a very complicated OSHA procedure to get it to 10 pages to apply to our organization, and shared it with risk management, then did some training. She said they have also been doing observation follow-up by supervisors.

Councilor Trujillo said he has an issue with the drivers talking on cell phones while driving these huge trucks. He sees drivers not using seat belts, noting it isn't just her Division he sees

doing these things. He said we have laws in effect and the City should be setting the standard, but we're not. He said she needs to talk to the drivers about this.

Councilor Trujillo said "Item e" of Ms. Wheeler's Memorandum says, "Develop a proactive fleet maintenance Program," and asked how that is going.

Ms. Wheeler said they are doing more and more inspections, and we need to be in the field more observing our employees. She definitely will give that feedback at the safety meeting tomorrow morning.

Ms. Wheeler said the proactive fleet management program is going quite well, and they just spent 12 hours in the Fleet Shop going over OSHA standards, noting they found all kinds of places they could do better during a recent inspection and they are working on those.

Mayor Coss arrived at the meeting

Ms. Wheeler said they are reviewing the safety specifications for the trucks which are budgeted for this year, which relieves the pressure on the mechanics and time to do the job.

Councilor Wurzbarger asked what disciplinary action she plans for employees.

Ms. Wheeler said she will talk to them about it at the safety meeting tomorrow, as well as to ask the supervisors to be watching for this in the field.

Chair Wurzbarger would also like Ms. Wheeler to come up with a disciplinary action for using cell phones illegally.

Ms. Wheeler said they do follow disciplinary action when employees are observed violating safety rules and local laws. She said as they observe the behavior, she will respond with the proper disciplinary action.

Councilor Trujillo asked, regarding the vehicle maintenance program, if she has developed criteria for when the vehicles have to be inspected and serviced, and Ms. Wheeler said yes, and it is being maintained.

Councilor Trujillo asked about the retreading of tires.

Ms. Wheeler said it is going well, noting the State DOT uses it almost exclusively, and we are doing that. She said you have to be careful to replace all of the tires on an axle in order to get good performance from the retreads.

Councilor Trujillo asked if she has any separation on the retreads.

Ms. Wheeler said no, and she is going with the DOT price agreement.

8. PRESENTATION ON THE NEW HOUSEHOLD HAZARDOUS WASTE FACILITY COST BENEFIT. (REGINA WHEELER)

Ms. Wheeler said Councilor Bushee requested this item.

Responding to Councilor Ortiz, Ms. Wheeler said she would prefer to defer this presentation until Councilor Bushee returns.

Chair Wurzburger said this item is deferred to the next meeting of the Committee when Councilor Bushee will be in attendance.

7. LAS CAMPANAS UPDATE. (MARCOS MARTINEZ)

Marcos Martinez said he has little new to report since the last update. He said last month he reported that Las Campanas reported it would be sending a check for \$60,000, narrowing the remaining balance to approximately \$17,000. However, that has not been paid. He spoke with Mike Sanderson this morning to encourage him to do so. He said Mr. Sanderson acknowledges they owe that amount of money, but they are looking for a global resolution of all outstanding bills, and he is working with them to come up with that.

10. UPDATE ON CITY OF SANTA FE'S REQUEST FOR GRANDFATHERED STATUS FOR THE 15 CENT RENEWABLE ENERGY CREDIT (REC) WITH THE PUBLIC REGULATION COMMISSION. (NICK SCHIAVO AND MARCUS MARTINEZ).

Mr. Martinez said on August 31, 2010, the Public Regulation Commission issued a final order in a matter in which the City had intervened, the matter of the Renewable Stipulation – and PNM's Revised 2010 Renewable Energy Portfolio Procurement Plan. He said the Final Order provided that all applicants who previously would be under the Solar PV Program now had to request to be grandfathered under the 15¢ Renewable Energy Credit rate, or they would be put into a lesser REC. He said the City filed its application today requesting the 15¢ REC rate, and hope the PRC soon will schedule an open meeting in which it will consider the City's application and we ultimately will be granted the 15¢ REC.

DISCUSSION AND ACTION ITEMS

16. REQUEST FOR APPROVAL OF ADOPTION OF THE ANNUAL WATER REPORT. (CLAUDIA BORCHERT)

Claudia Borchert said she has two requests for the Committee. The first is that they are requesting and would welcome suggestions regarding the information and format of the Report. She said the report is mandated by Ordinance, but it is meant to bring together a host of different kinds of water related information into one place. She said she also is requesting the approval of the Report, especially the water bank and the water ordinance.

Ms. Borchert said because the water requirement ordinance started on January 1, 2010, there is no water to allocate at this point. However, next year, hopefully when she comes to the Committee around May, there should be a discussion about what you want to do with the water that is in the water bank to be allocated.

MOTION: Councilor Ortiz moved, seconded by Councilor Trujillo, to approve this request.

DISCUSSION: Chair Wurzbarger said most of the Council read this excellent report, and said it can be used as a baseline for water use in the community.

Responding to the Chair, Ms. Borchert said people can contact her about the report, and it also will be on the City's website once it is approved by the Council.

VOTE: The motion was approved unanimously on a voice vote.

17. LAS CAMPANAS REQUEST FOR UP TO AN ADDITIONAL 150 ACRE FEET OF TREATED EFFLUENT THROUGH DECEMBER 31, 2010. (BRIAN SNYDER AND MARCOS MARTINEZ)

This item is postponed to the next meeting of the Committee.

18. REQUEST FOR APPROVAL OF BILL NO. 2010- _____. AN ORDINANCE AMENDING RULE 18, EXHIBIT A OF CHAPTER 25 SFCC 1987, REGARDING WATER METERS FOR MULTI-FAMILY DWELLING UNIT (APARTMENTS AND CONDOMINIUMS) (COUNCILOR ROMERO). (BRIAN SNYDER) A. A RESOLUTION ADOPTING REQUIREMENTS FOR MASTER WATER METERS FOR MULTI-FAMILY DWELLING UNITS (APARTMENTS AND CONDOMINIUMS)

[Items 18 and 18A were combined for purposes of presentation and discussion, but were voted upon separately]

Brian Snyder noted there is a detailed Memorandum in the Committee packet regarding this issue, and he highlighted information from his Memorandum of September 29, 2010, to the Public Utilities Committee and Finance Committee.

Councilor Ortiz asked if the practical purpose of the ordinance is to save the developer/ builder of these condos the additional meter fees which are required.

Mr. Snyder said there will be some savings to the developer from the meter standpoint, but the UEC fee is based on the capacity of the meter and there would be no savings from the UEC standpoint. He is working on an FIR for the next Finance Committee. He reiterated that there would be no savings on the large UEC fees.

MOTION: Councilor Ortiz moved, seconded by Councilor Trujillo , to approve the proposed ordinance.

DISCUSSION: Councilor Trujillo said they now have individual meters and asked if there is a reconnection fee when someone moves out and a new person moves in.

Mr. Snyder said there can be a reconnection fee, but there also is the administrative staff time involved in changing names on accounts.

Councilor Trujillo asked how the owner will monitor this.

Mr. Snyder said the master meter would be in the company's name, and presumably the sub-meters would be based on unit numbers, and that information would be handled by the management company. The City would be concerned only that the breakdown of the sub-meters would equal the total, and there would be no reconnection fee for sub-meters.

VOTE: The motion was approved unanimously on a voice vote.

MOTION: Mayor Coss moved, seconded by Councilor Ortiz, to approve the proposed Resolution.

VOTE: The motion was approved unanimously on a voice vote.

MATTERS FROM THE CITY ATTORNEY

There were no matters from the City Attorney.

ITEMS FROM STAFF

There were no items from staff.

MATTERS FROM THE COMMITTEE

Councilor Trujillo said he would like to be notified the next time there is a groundbreaking, noting he didn't know about the BDD groundbreaking.

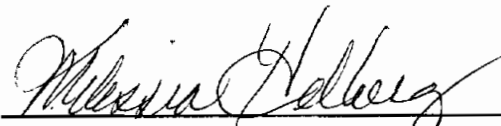
Chair Wurzburger said he should have received an invitation on the BDD, noting the entire City Council and County Commission were to have been invited.

NEXT MEETING: WEDNESDAY, NOVEMBER 3, 2010.

ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at approximately 5:35 p.m.

Rebecca Wurzburger, Chair


Melessia Helberg, Stenographer