

MINUTES

STEERING COMMITTEE MEETING

April 9, 2014

St. George, Utah

MEMBERS IN ATTENDANCE

Commissioner Jim Eardley, Chair
Commissioner Mike Dalton, Vice-Chair
Mayor Nolan Davis
Carolyn White
Mayor Jerry Taylor
Ken Platt
Commissioner Dale Brinkerhoff
Mayor Dutch Deutschlander for
Mayor Connie Robinson
Becki Bronson
Commissioner Jim Matson
Mayor Robert Houston
Wendy Allan
Mayor Tracy Dutson
Mike Olson for Frank Lojko
Wes Curtis

OTHERS IN ATTENDANCE

Commissioner Mark Whitney
Senator Evan Vickers
Representative John Westwood
Scott Wyatt
Gary Webster
Lisa Taylor
Jake Hardman
Mayor Lee Bracken
Jim Milestone
Warren Barlow
Kevin Fayles
Bryan Thiriot
Allison McCoy
Diane Lamoreaux

MEMBERS NOT IN ATTENDANCE

Commissioner Clare Ramsay
Cal Durfey, Excused

REPRESENTING

Washington Co. Commissioner Representative
Beaver County Commissioner Representative
Beaver County Mayor Representative
Beaver County Schools Representative
Garfield County Mayor Representative
Garfield County Schools Representative
Iron County Commissioner Representative
Iron County Mayor Representative

Iron County Schools Representative
Kane County Commissioner Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington County Mayor Representative
Dixie State University
Southern Utah University

Beaver County Commission
Utah State Senate
Utah State House of Representatives
Southern Utah University President
Congressman Stewart's Office
Congressman Stewart's Cedar City Office
Governor's Office of Economic Development
Enterprise City
Zion National Park
Hildale City Corporation
Envision Utah
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

Garfield County Commissioner Representative
Washington County Schools Representative

Commissioner Dale Brinkerhoff led the group in the pledge of allegiance.

Commissioner Jim Eardley, Chair, welcomed everyone in attendance and introductions were provided. Those asking to be excused include Mr. Cal Durfey, Washington County Schools Representative. Mayor Dutch Deutschlander was representing Mayor Connie Robinson, Iron County Mayor Representative.

I. MINUTES MARCH 12, 2014 - REVIEW AND APPROVE

Commissioner Jim Eardley, Chair, indicated that a quorum was present for conduct of business and presented minutes of the March 12, 2014 meeting for discussion and consideration of approval. Ms. Diane Lamoreaux provided corrections to read as follows:Chief Financial Officer on page one andPublic Service Commission (PSC) on page 8. Other minor typos were corrected as well.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO APPROVE MINUTES OF THE MARCH 12, 2014 MEETING AS CORRECTED. MOTION CARRIED.

II. 2014 LEGISLATIVE REPORT

Senator Evan Vickers reported that the 2014 legislative session was very interesting and had many different dynamics in terms of developing a state budget. From the beginning of the session, tension between the Speaker of the House and the Governor became evident. Becky Lockhart, Speaker of the House, introduced a \$350 million dollar technology initiative for schools. However, analysis indicated that this initiative would actually cost in the neighborhood of \$750 million, taking into account teacher preparation and infrastructure requirements. It was proposed that funding would be shifted from transportation into education to fund this initiative. In addition, an education task force had worked over the entire year and felt that this proposal should have been vetted through this channel. This created an interesting climate for budget discussions. The legislature worked diligently to develop a base budget in case agreement could not be reached on various other items. In the end, the technology initiative was pulled and agreement was reached in the final hours to pass a full budget. Through this process, legislators learned the value of having a base budget in place.

Senator Vickers reported that the Five County region fared very well this legislative session. He reviewed the following projects: **1) Southwest Utah Applied Technology Center (SWATC)**-- Funds were allocated to construct a new ATC in Cedar City; **2) Dixie Applied Technology Center (DXATC)**-- The Dixie ATC will continue to lease facilities for a few years during the construction of the SWATC building in Cedar City prior to building new facilities at the old St. George Airport site; **3) Garfield and Iron Counties--** The Division of Natural Resources will provide \$485,000 as an endangered species fund. Garfield County will receive \$35,000 and Iron County will receive \$150,000. Funding in the amount of \$100,000 will be utilized for fencing around the Cedar City Golf Course and Cedar City Cemetery. Once the fence is in place, trapping and elimination of prairie dogs can be accomplished; **4) Shakespearean Festival and Summer Games**-- Funding was received in support of these two items; **5) Wildfire Issues**-- There was a lot of policy discussion regarding catastrophic wildfire issues. The state Division of Fire, Forestry and State Lands, the Bureau of Land Management and U.S. Forest Service have done a great job with fire suppression but have not performed as well in terms of mitigation. Funding was provided for each county to propose a project that could be funded and completed in a timely manner. Counties pay into a fire suppression fund, but cities do not pay into the fund. A fire near LaVerkin resulted in various issues in terms of who could suppress the fire and the responsibility of paying for those efforts. In this case, the BLM sprayed fire retardant and then subsequently billed LaVerkin City. Brian Cottam has assumed the role of State Forester with the Division of Forestry, Fire and State Lands. This brings a new perspective

into play through new policy changes. Mr. Cottam is working with the Utah Association of Counties and Utah League of Cities and Towns as well as other stakeholders to address the issue of catastrophic wildfires. County wildfire projects should be under contract by July 1st and it is anticipated that the majority of this work will be completed this fire season. It is proven that every dollar spent on prevention will save \$25.00 on suppression efforts. The main focus of projects will be for protection of watersheds; and **6) Public Lands Caucus--** A bill was introduced in the House and came to the Senate encompassing cooperation with the Dixie National Forest on road closures, grazing and timber studies.

Commissioner Dale Brinkerhoff expressed appreciation to Senator Vickers and the entire delegation for the support provided during the legislative session. Senator Vickers indicated that meetings were held with local elected officials, county sheriffs, and school representatives throughout the session that were very beneficial. Legislators met with education representatives every Thursday to discuss various issues.

Mr. John Westwood reported that the legislative session was very involved, with a lot of bills considered during the session. Developing a budget involved many policy issues to ultimately pass a \$13.5 billion dollar budget for the state of Utah. He noted that every line item is important and working diligently paid off in terms of funding for projects in the Five County region for the SWATC and DXTAC. The Utah State Prison move from the current Draper site generated a lot of discussion during the session. The transfer of public lands was also a major topic of discussion, especially the state reimbursement for opening the national parks last year. The state of Utah has not been reimbursed to date. Vietnam Veterans were recognized during the session. It is the 60th anniversary of the words "In God We Trust" which was passed by Congress in 1955. A lot of moral issues including the Defense of Marriage Act and the 10th Circuit Court appeal were also topics of discussion. Dixie State University received \$500,000 last session towards the purchase of East Elementary School and the balance of funds were allocated during this session. Commissioner Jim Eardley commented that this is very important to the St. George area. Committee members thanked Representative Westwood for his diligence and support of efforts important to southern Utah.

III. YOUR UTAH, YOUR FUTURE PRESENTATION

Mr. Kevin Fayles, Envision Utah, provided information regarding Governor Herbert's planning effort titled "Your Utah, Your Future". The Envision Utah organization was founded 20 years ago as a non-profit organization tasked with examining growth on the Wasatch Front and Wasatch Back. Their goal was to bring communities together to develop consensus of residents. A similar process, Envision Dixie, was completed several years ago. Various maps were developed in conjunction with these efforts to depict what residents want to occur in their communities. He reviewed members of the executive committee governing Envision Utah and noted that a good mix of people are involved. Funding for Envision Utah comes from cities, counties and private donations. Fund-raising efforts are engaged in a way that does not compete with the private sector.

Governor Gary Herbert solicited Envision Utah in October 2013 to facilitate a statewide conversation on growth issues. Eight task forces were organized and have been meeting since October as follows: 1) Air Quality; 2) Education; 3) Energy & Infrastructure; 4) Housing and Cost of Living; 5) Economic Development; 6) Natural Lands, Agriculture and Recreation; 7) Transportation and Communities; and 8) Water. There are over 300 public and private sector leaders involved in the task forces to better understand issues,

challenges and opportunities throughout the state. A values research workshop was conducted recently in Richfield where 65 residents participated. Information collected from this workshop will be utilized by the Six County Association of Governments to assist with their Economic Development plan. He suggested that it may be beneficial to conduct a similar workshop in the Five County area. Beginning in September, dozens of public workshops will be held throughout the state. Handouts were provided containing an Envision Utah fact sheet, a questionnaire to solicit discussion that should be included in each of the eight task forces, ways to interface with Envision Utah through social media, and key groups, organizations and/or local media that will be contacted to help publicize the September meetings. Mr. Fayles proposed that a values research workshop for the Five County area be scheduled on April 23, 2014 from 2:00-5:00 p.m. This would need to be held in a facility somewhere in St. George that would accommodate approximately 50-60 people. He asked that Bryan Thiriot work with his office to advertise and host this workshop.

IV. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

A. 2014 RATING AND RANKING

Ms. Diane Lamoreaux explained that applications to the FY 2014 Community Development Block Grant (CDBG) program were submitted in February 2014. Association of Governments staff worked through February/March to complete the rating and ranking of FY 2014 CDBG applications. It was noted that there is seldom sufficient funds available to fund all applications submitted. The Five County region will receive \$683,360 for regional allocation. A copy of the staff recommendation for rating and ranking of applications and funding was reviewed as follows: **1) Five County Association of Governments, \$90,000--** Pre-approved funding for Program administration, Consolidated Plan planning, housing and RLF program delivery, Economic Development Technical Assistance and Housing Planning; **2) Cedar City, on behalf of the Cedar Housing Authority, \$135,668--** Pre-approved funding for year two of multi-year project; **3) Washington County, on behalf of the Northwestern Special Service District, \$150,000--** Construction of a new fire station in Gunlock; **4) Enterprise City, \$157,692--** Year one of multi-year project to construct a new fire station; and **5) Beaver City, on behalf of the Beaver City Housing Authority, \$150,000--** To construct a new office facility for the Housing Authority. Because the state of Utah CDBG staff does not allow funding to a project unless there is sufficient funds to complete the project, staff is recommending that \$7,692 is added to the Enterprise City multi-year project. This means that the balance of \$142,308 will be committed from the FY 2015 CDBG allocation. The Rating and Ranking Criteria for the upcoming program year is approved by the Steering Committee each year in August. Copies are provided to jurisdictions in the Five County region for review and comment prior to approval of the criteria.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER MIKE DALTON, TO APPROVE THE RATING AND RANKING AND ALLOCATION OF FY 2014 CDBG FUNDS AS PRESENTED, INCLUDING A PORTION OF YEAR TWO FUNDING TO ENTERPRISE CITY. MOTION CARRIED BY UNANIMOUS VOTE.

B. 2014 CONSOLIDATED PLAN - RESOLUTION OF ADOPTION

Ms. Diane Lamoreaux referenced a resolution contained on page 14 of the packet for adoption of the 2014 Consolidated Plan One Year Action Plan, Excel tool and capital improvements lists. The Consolidated Plan document has been available for public review and comment March 1, 2014 through March 31, 2014. No comments were provided during that period of time.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY MR. KEN PLATT, TO APPROVE THE RESOLUTION ADOPTING THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS 2014 CONSOLIDATED PLAN UPDATE. MOTION CARRIED.

V. MUTUAL SELF-HELP FY 2014 BUDGET

Ms. Allison McCoy, Chief Financial Officer, referenced the Mutual Self-Help 2014 budget contained on page 15 of the Steering Committee packet. She indicated that in the limited amount of time available for her review of the budget, it seems to be adequate to accomplish requirements of this grant. The budget as represented in the packet may be somewhat skinny on staffing, but it will be adequate to address the program this fiscal year. Commissioner Dale Brinkerhoff indicated that he had requested that the budget for this program return to this group for discussion prior to being adopted. Mr. Bryan Thiriot explained that funding for the Mutual Self-Help program is provided through the U.S. Department of Agriculture, Rural Development. Income eligible individuals participate in the program to build their own home. These individuals work in a group of from three to five homeowners together to build their homes. The program was originally administered in the Five County area by Color Country Community Housing, Inc. (CCCHI) and was recently contracted to the Five County Association of Governments.

Mayor Tracy Dutson indicated that he is currently the Executive Director of CCCHI, as well as the Mayor of Rockville serving on the Five County AOG Steering Committee. Discussion regarding the Mutual Self-Help program needs to occur. A statement in the previous meeting minutes indicated that individual homeowners would be responsible to purchase their own property, and this is true. CCCHI previously developed parcels of land and this is part of why that organization is currently being dissolved because of accumulating too much debt for land. Another statement in the previous meeting minutes indicated that it is better to disperse homes rather than have them concentrated in a specific area. However, the mutual self-help program prefers that homes are concentrated in the same location because of efficiencies for the construction supervisor and for families to be able to work together on their home construction. It is best for homes to be close in proximity for these reasons. Another issue that CCCHI had with this program was overstaffing at a level three times what would be considered normal. He noted that this program is a break even at best in terms of funds received for operational purposes. The Five County Association of Governments is required, as part of this contract, to construct a certain number of homes over a two year period. Concerns have been raised by USDA Rural Development and the Rural Community Assistance Corporation regarding the construction supervisor being hired on a contractual basis. This is because the supervisor is being asked to be at certain places at certain times. These two organizations are concerned about this arrangement. This definitely needs to be discussed because the budget does not provide sufficient funding to pay that amount as salary, plus benefits. Job descriptions were submitted in the

application to USDA rural development, and it may be difficult for staff to perform required duties without burning out. The application calls for 30% time for the Chief Financial Officer and 90% for another staff person. He indicated that adequate staffing and land acquisition are the major concerns with this program. The economy played a very important role in the success of this program in areas such as Kanab. When the economy was good, people wanted to build in areas like Kanab and LaVerkin. The hot spot to build now is in the Ivins area. Having adequate land available for homeowners to build on will be an issue for the Five County AOG in moving forward.

Commissioner Dale Brinkerhoff mentioned that the original proposal made by Scott Leavitt was presented to the Executive Committee based on the fact that Scott had time to administer the program himself. This creates discomfort in moving forward without refinement of the program.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF TO TABLE THIS AGENDA ITEM AND PROVIDE ADDITIONAL INFORMATION REGARDING THE PROGRAM AND BUDGET TO THE BOARD PRIOR TO APPROVAL OF THE BUDGET. MOTION WAS SECONDED BY MS. CAROLYN WHITE. MOTION CARRIED.

Mayor Tracy Dutson expressed concern with this approach because a contract has been signed obligating the Association of Governments to build 13 homes over the next two years. After that time, another application could be submitted to USDA Rural Development to complete an additional 20 homes. He indicated that he would be happy to assist in making this program successful through construction of the initial 13 homes. Commissioner Jim Matson commented that details need to be worked out to make sure that the program is on track to succeed. Ms. McCoy commented that the budget is what it is and the availability of land in the Ivins area is minimal. However, some land is available in LaVerkin that could be utilized for this program. Commissioner Mike Dalton explained that when Scott Leavitt presented the program instructions were given that staffing be accomplished without benefits. Scott indicated that he could administer the program easily and it could be accomplished with non-benefitted staffing. The Board did not authorize a portion of Scott's salary coming from this program. It was their impression that his base salary would remain in place and it would not be funded by this program. It was also made clear that no property would be purchased by Five County. Mr. Ken Platt pointed out that the program is currently operational and disbursing funds.

VI. STATE AGENCY UPDATES

A. GOVERNOR'S OFFICE

Mr. Jack Hardman, Governor's Office of Economic Development, provided information regarding legislation titled "New Market Tax Credit" that will have an impact on counties. This legislation encourages the federal treasury to increase equity investments to rural businesses, and the business can receive a tax credit. Businesses must be 80% of median income. Iron and Garfield counties are the only two counties that would qualify for this program currently. The program will begin in September and more information will be forthcoming in the near future.

He provided an update for work in each of the five counties as follows: **1) Garfield County**-- The RFP for economic development for Garfield County and for Panguitch

City's industrial park is moving forward. Six applications have been submitted from small businesses in Escalante for the Rural Fast Track program. Grants from this program range from \$5,000 to \$50,000; **2) Beaver County**-- GOED staff is working with the newly established Economic Development Council to develop a strategic plan, including priorities and goals for the county; **3) Iron County**-- The priority for Iron County was to obtain funding for the Southwest ATC building, and this was funded during the legislative session. GOED staff will work with Iron County to develop a new priority; **4) Kane County**-- The certified work read program has been accomplished. This is the first county to certify their workforce at different levels through testing to determine skill levels that are available; and **5) Washington County**-- Local incentives and workforce training for the county have been completed. GOED staff will work with Washington County to establish a new priority.

B. DEPARTMENT OF TRANSPORTATION

Rick Torgerson, UDOT, asked to be excused.

C. DEPARTMENT OF WORKFORCE SERVICES

No representative in attendance.

VII. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES

Mr. Wes Curtis reported that an invitation has been extended to President Scott Wyatt to meet with the Steering Committee today. President Wyatt had an earlier engagement and will arrive prior to the end of today's meeting. Mr. Curtis indicated that he would be leaving for Milford to discuss the Renewable Energy Fair scheduled for next Wednesday. He mentioned that President Wyatt was very actively involved with the Six County Association of Governments while serving as president at Snow College. He understands how the rural economy works and understands perspectives from a rural viewpoint. Ground was broken earlier today for the Shakespearean Theater and Southern Utah Museum of Arts. This is a big deal in terms of the role it plays in the rural economy, and it is estimated that the arts brings in approximately \$42 million dollars locally. The new theater and arts museum will increase these numbers. The Regional Services office is submitting an application for a Creative Economy Grant through the state of Utah to strengthen arts organizations in the region. The grant is proposed to enhance economic opportunities for arts and culture by utilizing graduate students in the program. Provided that the application receives funding, the program will begin July 1, 2014. Further information will be provided if the grant application is funded. Mr. Curtis mentioned that President Wyatt was a former Cache County Attorney, a former legislator and also ran for Congress.

Mr. Mike Olson, Dixie State University, reported that there is a welcoming feeling on campus now as they prepare for the highest number of graduates ever. The new clock tower will be dedicated tonight at 7:30 p.m. The presidential search for DSU has been narrowed to 14 candidates who will be interviewed. The selection process will narrow the number of candidates to 3-5 individuals for a final interview toward the end of summer. He shared statistics regarding the DSU transition to NCWA from a junior college. Various achievements were reviewed for all of the athletic programs. A lot of positive feedback is resulting from sports programs offered at DSU. Accomplishments in both men's and

women's sports have been very impressive with athletes competing and winning on the national level.

Mr. Wes Curtis introduced President Scott Wyatt to the group complimenting his involvement at the community level and the background he brings to SUU. President Wyatt mentioned that his background includes service as both a city and county attorney, state legislator, and most recently president of Snow College. His journey has moved him from Providence, Paradise, Ephriam and now to Cedar City. Because SUU serves the entire region, he hopes to continue working with various organizations throughout the region. The course work and mission of SUU is closely tied to economic and cultural opportunities for the entire region. President Wyatt thanked the group for providing the opportunity to become involved with the Steering Committee and offered to address issues at future meetings. Ms. Carolyn White thanked President Wyatt for assistance in crafting legislation that will provide opportunity to smaller school districts to partner in terms of technical education programs.

VIII. CONGRESSIONAL STAFF UPDATES

Mr. Gary Webster introduced Lisa Taylor, who is working out of Congressman Stewart's Cedar City office. He thanked Southern Utah University for providing the brightest and best interns in their Washington, D.C. office. These interns care about difficulties of the country and work very hard. Congressman Stewart is working diligently to obtain a reimbursement to the state of Utah for expenditures to reopen the national parks. In speaking with Interior Secretary Sally Jewell, this reimbursement will need to be handled through some form of legislation. During this conversation, wild horses were also discussed so that she is aware of the situation. The Senate recently confirmed Neil Kornze as the new Bureau of Land Management (BLM) Director. Mr. Kornze was a native of Nevada and has worked on public lands issues under Senator Harry Reid. Congressman Stewart has also introduced HR 4256, the Endangered Species Act of 2014, and the need to count all species on private, state and federal lands. Mr. Webster reported that Congressman Stewart is trying to provide a solution for PILT that will cover the next five years. He is very aware of how vital these funds are to the western states. The Congressman also knows that a better solution would be to transfer the land back to the state of Utah for management. He is also considering legislation to transfer management of wild horses to states because the BLM is better suited for land management rather than animal management. Commissioner Jim Matson reported that Secure Rural Schools funding is about to be funded through the U.S. Department of Agriculture.

IX. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Bryan Thiriot reviewed correspondence from Grand Canyon National Park regarding a regional Bison Management EIS. The National Park Service is now looking to manage these herds. The first public meeting in this regard is scheduled for Monday, April 28th from 6-8 p.m. The Bureau of Land Management has provided the Record of Decision for the Central Knoll Riparian Project. The decision states that there will be no significant affect to the quality of human environment. A handout was also provided outlining the prescribed burn schedule for 2014. Copies of letters nominating Commissioner Jim Matson to the Permanent Community

Impact Board and a letter endorsing the Tour of Utah were provided for informational purposes.

B. OUT-OF-STATE TRAVEL

Mr. Bryan Thiriot referenced information on page 16 of the packet containing a request from Lis Barker to attend the 17th Annual Brazelton Touch Points National Forum in Boston, MA on May 1-3, 2014. The Utah Association of Child Care Resources and Referral Agencies will be paying for the flight and hotel. Total costs to the Care About Child Care program will be approximately \$585.00.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER JIM MATSON, TO APPROVE OUT-OF-STATE TRAVEL FOR LIS BARKER AS OUTLINED. MOTION CARRIED.

C. OTHER BUSINESS

Mr. Jim Milestone, Zion National Park, reported that shuttle services have commenced at the Park. There are 54 shuttle drivers returning again this summer which provides a large amount of experience. The shuttle service has operated since 2000 and over 40 million people have used this service. It is very difficult to move people inside the park without the shuttle, especially on holiday weekends. In 2013, there were well over 17,000 people in the Park on Memorial Day weekend and there are only 848 parking spaces in the canyon. The visitor centers are now open and the nature center will open in mid-April. He noted that Zion National Park is willing to partner with other agencies to explore the possibility of expanding some type of shuttle/van system between the Park and the Hurricane/LaVerkin area. He reported that some major trails will be closed for repair. The Superintendent position for Zion National Park will be advertised next week and will remain open for 30 days. The search will end in May and the selection is anticipated to be made by the end of June. Commissioner Jim Eardley asked how many of those riding the shuttle would be local residents. Mr. Milestone estimated that approximately 60% of the shuttle riders are from the state of Utah and 20% would be international visitors. The economic benefit to the area is significant, generating about \$95 million dollars on an annual basis.

Mr. Bryan Thiriot reported that staff is waiting on three carriers to provide estimates for employee health insurance coverage for the upcoming fiscal year. Once this information is available, a meeting of the finance committee will be scheduled. This will hopefully coincide with April 23rd as officials will already be in St. George for meetings. Notification will be provided to commissioners via e-mail.

X. AREAWIDE CLEARINGHOUSE REVIEWS

Ms. Diane Lamoreaux reviewed two A-95 late arrivals for Board consideration as follows: **1) Utah Division of Wildlife Resources--** Wild Turkey Transplant Sites in Utah 2014-2019. There are sites included in each of the five counties. Comments were provided by Iron and Beaver counties; and **2) Utah State Trust Lands Administration--** A range improvement project in Kane County. Both reviews have supportive staff recommendations.

**Steering Committee Meeting
April 9, 2014**

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO APPROVE THE STAFF SUPPORTIVE RECOMMENDATION FOR BOTH OF THE A-95 REVIEWS. MOTION CARRIED.

Being no further business, the meeting adjourned at 2:50 p.m.

Draft