

MINUTES OF A REGULAR MEETING OF THE
COMMISSIONERS OF THE
CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

The Commissioners of the City of Roanoke Redevelopment and Housing Authority met for a regular session on Monday, October 26, 2020, via electronic communication through live video conference and telephone conference due to the COVID-19 pandemic.

I. CALL TO ORDER – ROLL CALL

Commissioner Anguiano called the meeting to order at 3:03 p.m. and declared that a quorum was present.

PRESENT: Commissioners Anguiano, Burruss, Garner, Walker

Vice-Chair Kepley arrived at 3:40 p.m.

ABSENT: Commissioner Witten, Chair Smith

OFFICER PRESENT: Mr. David Bustamante, Secretary-Treasurer

ALSO PRESENT: Rachel Tobin, VP of Human Resources; Mark Loftis, Legal Counsel; Evangeline Richie, VP of Housing; Joel Shank, VP of Operations; Jackie Austin, VP of Finance; Crystal Hall, Community Support Services Director; Frederick Gusler, Director of Redevelopment and Revitalization; Michelle Jackson, Executive Assistant

Commissioner Anguiano welcomed everyone to today's meeting.

II. REPORTS

1. Financial Report

Commissioner Anguiano asked if there were any questions regarding the financial reports. There were none.

2. Executive Director's Report

Commissioner Anguiano asked for the Executive Director's Report.

Mr. Bustamante responded in addition to his written report, The City of Roanoke Redevelopment and Housing Authority (RRHA) is moving forward with the Moving to Work program designation. The first community meeting will be held on October 29th and the second community meeting will be held November 12th at 4:00 p.m. These meetings are virtual. The Board will be provided with the links to join the meetings as well as the Power Point presentation that will be used during the meetings. Mr. Bustamante advised that the 30 day comment period will be held before the November 23rd Board meeting, followed by a Resolution at the December 21st Board meeting, authorizing the Moving to Work designation application to be submitted to the Department of Housing and Urban Development (HUD).

Commissioner Garner asked about the benefits of the collaboration with Total Action Against Poverty (TAP) and the Virginia Community Development Corporation, that Ms. Richie mentioned in last month's meeting. Responding to Commissioner Garner, Ms. Richie responded that if the residents are meeting the qualifications of the program the organizations are sending RRHA rent relief money to pay for some of the months that the tenants have been behind on their rent. Some of these participants that had these institutions pay rent on their behalf, owed RRHA rent for the months of April through September 2020. RRHA has received approximately \$18,000.00 in rent relief funding on behalf of residents from TAP. As of today, RRHA has not yet received any

payments from VCDC. Commissioner Garner asked if their intent is to provide some kind of funding. Ms. Richie responded yes and said that they are offering the same services as TAP. Ms. Richie noted the difference being that the program through the VCDC is geared more towards helping participants in the low income tax credit properties.

Commissioner Garner asked if the moratorium had been lifted. Ms. Richie responded that as of right now RRHA is still within the confinements of the CDC moratorium on evictions. A family must complete a declaration that states they have tried to pay rent or find other resources to help them pay the rent at which time RRHA is currently unable to evict them for any nonpayment of rent. The CDC moratorium is effective until December 31, 2020. Ms. Richie stated that in order to receive assistance the rent related issue has to be related to COVID, so if a family lost their employment or had a reduction in hours as a result of the pandemic, TAP has been able to provide assistance. Mr. Bustamante clarified that if the residents are not working and have not paid their rent, TAP would not be able to assist them, Ms. Richie responded, correct. Mr. Bustamante noted that RRHA is hopeful that the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act will be passed within the next couple of months to assist with some of the high rental balances. Ms. Richie added that the implementation of the Project Based Voucher (PBV) program for Stepping Stone and Park Street Square has brought rent relief for residents at those developments.

3. Staff Reports

Commissioner Anguiano asked if there were any staff reports. There were none.

4. Committee Reports

Commissioner Anguiano asked if there were any Committee reports.

5. Commissioner Comments

Commissioner Burruss inquired about the Family Unification Program (FUP), she noted that RRHA has 81 vouchers and only 42 have been used. She highlighted that the vouchers are to support aging out youth and foster care. RRHA has done outreach to talk with new employees of the Department of Social Services, Roanoke City, Roanoke County and the City of Salem. She asked if RRHA has any idea of what the problem may be to get the vouchers used. Mr. Bustamante responded RRHA has gone so far as to leave that section of the Housing Choice Voucher (HCV) waitlist open so that if there is someone who needed a FUP voucher RRHA would be able to add them to the waitlist.

Commissioner Burruss asked if there is any feedback as to how the Department of Social Services (DSS) workers respond. Ms. Richie answered that recently RRHA has had meetings with several of the continuing of care partners, particularly relating to the program and as a result of those meetings RRHA is now starting to receive additional referrals. The feedback is that there has been a lot of staff transition with the continuing of care partners which resulted in the delay of RRHA getting referrals. RRHA has set up quarterly meetings which will allow everyone to keep up with changes and keep the communication open. Ms. Richie added that through these meetings RRHA is hopeful to get the FUP lease numbers up. Commissioner Burruss asked if RRHA is in danger of losing any of the vouchers. Mr. Bustamante answered while RRHA is not in any danger of losing the vouchers, if RRHA gets to a point where funding doesn't provide the ability to issue out anymore vouchers and there are

individuals on the waitlist, RRHA would not be able to issue the vouchers.

Commissioner Garner asked about several news articles which he read over the weekend about shootings that occurred and he noticed that one of the shootings was approximate to RRHA developments. Mr. Bustamante responded that the individuals are not residents but guests of residents, but the crimes and unfortunately the death did occur on RRHA property.

Commissioner Burruss noted that she is very impressed with the crime rates within RRHA developments and while they are a little above the community, they are not bad. She is impressed with the combination of lighting, off duty police officers, and a lot of other measures that RRHA has taken. Commissioner Garner agreed and made note that the above line policing is having a beneficial effect. He went on to say that RRHA needs to remain diligent about security and is doing everything possible to maintain the safety of the residents. Commissioner Garner asked if RRHA is having more contact with the police chief as well as the mayor. Mr. Bustamante responded that RRHA has had various meetings and they are aware of where the hot spots are. He highlighted that they assign the above baseline policing through their criminologists based on the calls for service and they have access to all of RRHA developments 24 hours a day. The Board has authorized RRHA to spend hundreds of thousands of dollars on cameras, above baseline policing and proper lighting to help the residents feel safe in their communities.

Commissioner Garner asked if the Joint Resident Council is involved in any way. He highlighted that the Resident Council would be a good vehicle for getting community support and working with the police and community groups. Mr. Bustamante responded

that to this point it has not occurred. He said that the Villages at Lincoln does not have a Resident Council. Mr. Bustamante will speak with Chair Smith to see if this can be done.

Commissioner Anguiano referred to the prior meeting where it was mentioned that there would be discussion on security initiatives in this month's meeting. Mr. Bustamante answered that RRHA has spoken with the other housing authorities who have similar types of issues with crime and has tried to find out the types of systems they are using. He stated that the goal is to implement a similar system in order to prevent or deter these types of crimes from being committed on RRHA properties. Mr. Bustamante advised that there was a little bit of an issue with procurement, where the process is a little longer than he anticipated. Mr. Bustamante hopes to have a Memorandum of Understanding (MOU) for the November 2020 meeting.

Commissioner Burruss inquired about 427 Gilmer Avenue and noted no change since the previous month. She called on Mr. Gusler and asked if the Gainsboro Southwest Community Organization (GSCO) are in contact at all. Mr. Gusler responded there have been recent talks, he met with the Neighborhood president and they will put it to vote on the first Thursday in November 2020. Mr. Gusler said the people within the Neighborhood Organization, the people who are authorized to sign and take over the property are worried that it is going to reflect poorly on them if they aren't successful.

Essentially, the Neighborhood is not in agreement on taking the property. Subsequently, another potential partner was brought in to say they are still working on ways of doing it. It is the hope that RRHA can sign the property over to them and take

care of the closing costs, they would then have a couple of years to bring the property up to code. Commissioner Burruss noted the progress but is concerned that the building is going to be unrepairable. The property was actually referred to RRHA by the City in the Derelict Structures program. If Gainsboro does not take the property, RRHA would like for the City to take it back. Commissioner Anguiano asked if the City has expressed any interest in taking the property back. Mr. Gusler responded that the City Manager had been in discussions with a group at Gainsboro relative to issuing some form of formal apology for the history of urban renewal and what happened with the neighborhoods there. Mr. Gusler is unaware of where they are with the discussions but they were trying to get through it and didn't want to have this process at the same time. Basically, it has been put off until situation is cleared with Gainsboro.

Commissioner Anguiano asked if a formal apology is issued, is there a potential liability as RRHA executed a lot of the process. Mr. Loftis responded as far as liability, the statute of limitations on any claim would have run out a long time ago. Certainly, RRHA was the operative entity that acquired the properties and relocated the tenants and carried out the developments, there is RRHA involvement and that would have to be discussed. As far as legal ramifications, Mr. Loftis advises only if RRHA were to pursue them. Commissioner Burruss recognized Mr. Gusler for staying on top of this and trying to make something good of it.

6. City Council Liaison Comments or Discussion

Commissioner Anguiano asked if there were any comments or questions. There were none.

7. Residents or other community members to address the Board

Commissioner Anguiano asked if there were any comments or questions. There were none.

CONSENT AGENDA

- C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, October 28, 2020.
- C-2 Monthly Operations Report for the month of October 2020.

RECOMMENDED ACTION: File as submitted

Commissioner Garner introduced a motion to approve the Consent Agenda. The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Walker

NAYS: None

REGULAR AGENDA

1. Resolution No. 4059

Joel Shank presented Resolution 4059, requesting the Board's approval to award a contract for replacement of aluminum storefront, exterior doors and making balcony repairs at Morningside Manor. Mr. Shank advised that the work will be funded by two capital fund grants. He stated that the work involves glass and aluminum frame at the entrance areas, front and back, and one other location. He explained that the balconies on floors 2 -6 have concrete floors, they have cracked and the floor drains in one of them has failed. The work will be combined into one project. While the exterior doors are being replaced the door access system will be upgraded to try to improve security. The invitation to bid was issued on September 6th. There were three

responsive bids received by October 6th with G & H contracting submitting the low bid amount. G & H is within the allowable range, the cost estimate was around \$423,000. Mr. Shank's recommendation is that the contract be awarded to G & H Contracting.

Commissioner Anguiano asked for the lifetime of the repairs. Mr. Shank answered for the aluminum store front, the glazing is usually warranted for about 10 years and what is there now has been in place about for about thirty years. Mr. Shank noted that they are well passed their service life.

Commissioner Garner introduced Resolution No. 4059 and moved its adoption as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARDED A CONTRACT FOR REPLACEMENT OF ALUMINUM STOREFRONT, EXTERIOR DOORS AND BALCONY REPAIRS FOR MORNINGSIDE MANOR, AMP 208, UNDER CAPITAL FUND PROGRAM (CFP) GRANT NUMBER VA36P01150119 AND CAPITAL FUND PROGRAM (CFP) GRANT NUMBER VA36P01150120

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a grant from the Department of Housing and Urban Development ("HUD") Capital Fund Program (CFP), grant number VA36P01150119 in the amount of \$3,444,054.00; and

WHEREAS, Balcony Repairs for Morningside Manor was included on the Annual Statement detailing the planned use of CFP grant number VA36P01150119, which was approved by the RRHA Board of Commissioners by Resolution 4007 on May 20, 2019; and

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a grant from the Department of Housing and Urban Development ("HUD") Capital Fund Program (CFP), grant number VA36P01150120 in the amount of \$3,702,478.00; and

WHEREAS, Balcony Repairs and Replacement of Entrance Doors for Common Areas for 1st Floor for Morningside Manor was included on the Annual Statement detailing the planned use of CFP grant number VA36P01150120, which was approved by the RRHA Board of Commissioners by Resolution 4045 on May 18, 2020; and

WHEREAS, RRHA needs a qualified contractor to complete Replacement of Aluminum Storefront, Exterior Doors and Balcony Repairs for Morningside Manor; and

WHEREAS, RRHA issued an Invitation for Bid on September 6, 2020, with bids being due on October 6, 2020; and

WHEREAS, RRHA received three (3) responsive bids to the invitation, which were opened for consideration, such bids being as follow:

<u>Bidder</u>	<u>Total Bid Amount</u>
Russell's Remodeling, LLC (Self-certified as Section 3 Business Concern)	\$475,439.00
Building Specialists, Inc.	\$536,850.00
G & H Contracting, Inc.	\$447,645.00

WHEREAS, HUD regulations at 24 CFR 135.1 state that "section 3 of the Housing and Urban Development Act of 1968 (12 U. S. C. 1701u) (section 3) directs that employment and other economic opportunities generated by certain HUD financial assistance shall to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to business concerns which provide economic opportunities to low- and very low-income persons."; and

WHEREAS, the amount of the allowable HUD Section 3 preference in award of contracts when the amount of the low bid is at least \$400,000, but less than \$500,000, is the lesser amount of 6% of the low bid amount or \$25,000.00; and

WHEREAS, the amount of the allowable HUD Section 3 preference for award of a contract for Replacement of Aluminum Storefront, Exterior Doors and Balcony Repairs for Morningside Manor is \$25,000.00; and

WHEREAS, Russell's Remodeling, LLC self-certified as a Section 3 Business Concern; and

WHEREAS, the difference between the low bid amount and the amount of the bid submitted by Russell's Remodeling, LLC is \$27,794.00; and

WHEREAS, the allowable HUD Section 3 preference is not a determining factor in the procurement; and

WHEREAS, the amount of the bid submitted by G & H Contracting, Inc., was determined to be fair and reasonable for the work specified when compared to the amount of the independent cost estimate based on R S Means Cost Data, for the project; and

WHEREAS, review, evaluation, and confirmation of bid documentation has been completed, and G & H Contracting, Inc. has been found to be capable and in all other respects acceptable to RRHA; and

WHEREAS, the Vice President of Operations recommends an award to G & H Contracting, Inc.; and

WHEREAS, the Executive Director has determined that this procurement complies with RRHA's Procurement Policy and that it is in the best interests of RRHA to accept such bid and execute an appropriate contract.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that:

- (1) The bid submitted by G & H Contracting, Inc. be and hereby is accepted;
- (2) The Executive Director be and hereby is authorized and directed to execute a standard contract for construction, which by reference is inclusive of all plans, specifications, addenda and related project documents, between and RRHA for the fixed price of \$447,645.00.
- (3) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Walker

NAYS: None

Commissioner Anguiano thereupon declared said motion carried and Resolution No. 4059 adopted as introduced.

2. Resolution No. 4060

Ms. Richie introduced Resolution No. 4060, requesting the Board's approval to award a contract for Curbside Toter and Back Door service for the Lansdowne Park.

The contract will be funded from the public housing operating funds. The current

contract expires on October 31, 2020. The invitation to bid was issued on August 23, 2020 and was due on September 15, 2020. RRHA received three responses none of which certified as Section 3, therefore the Section 3 preference is not a determining factor. Based on the solicitation, review and evaluation of the solicitation, Republic Service was deemed the front runner, the contract will be for a period of 5 years beginning on November 1, 2020.

Commissioner Garner asked how this contract compares to what RRHA is currently paying for this service. Ms. Richie responded that she did not have the numbers in front of her but would follow up with Commissioner Garner after the meeting. Commissioner Anguiano asked who the current vendor is. Mr. Bustamante responded, County Waste. Ms. Richie responded that we received proposals from Republic Services, County Waste of Virginia and Meridian Waste of Virginia.

Commissioner Garner introduced Resolution No. 4060 and moved its adoption as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARDING A CONTRACT FOR CURBSIDE TOTER AND BACK DOOR SERVICE FOR LANSDOWNE PARK TO BE FUNDED FROM PUBLIC HOUSING OPERATING FUNDS

WHEREAS, The City of Roanoke does not provide residential waste pickup and disposal service for Lansdowne Park; and

WHEREAS, the current contract of the City of Roanoke Redevelopment and Housing Authority (RRHA) for provision of curbside and back door garbage collection services for Lansdowne Park expires October 31, 2020; and

WHEREAS, RRHA issued an Invitation for Bid for Curbside Toter and Back Door Service on August 23, 2020, with bids being due on September 15, 2020; and

WHEREAS, RRHA received three (3) responsive bids to the invitation which was opened for consideration, such bids being as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Republic Services, Inc.	\$368,089.80
County Waste of Southwest Virginia, LLC	\$378,846.00
Meridian Waste of Virginia, LLC	\$392,502.24

WHEREAS, HUD regulations at 24 CFR 135.1 state that “section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (section 3) directs that employment and other economic opportunities generated by certain HUD financial assistance shall to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to business concerns which provide economic opportunities to low and very low-income persons.”, and

WHEREAS, none of the contractors self-certified as a Section 3 Business Concern, and

WHEREAS, the allowable HUD Section 3 preference is not a determining factor in the procurement; and

WHEREAS, the amount of the bid submitted by Republic Services, Inc., was determined to be fair and reasonable for the work specified when compared to the amount of the independent cost estimate based on previous contract costs for Curbside Toter and Back Door services; and

WHEREAS, review, evaluation, and confirmation of bid documentation has been completed and Republic Services, Inc. has been found to be capable and in all other respects acceptable to RRHA; and

WHEREAS, the Vice President of Housing recommends an award to Republic Services; and

WHEREAS, the Executive Director has determined that this procurement complies with RRHA’s Procurement Policy and that it is in the best interests of RRHA to execute an appropriate contract; and

WHEREAS, RRHA’s Procurement Policy requires that all contracts having a dollar value of \$100,000.00 or more must be submitted to the Board of Commissioners for review and approval prior to awarding a contract.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that:

- (4) The bid submitted by Republic Services be and hereby is accepted;
- (5) The Executive Director be and hereby is authorized and directed to execute RRHA’s standard contract for services, which by reference is

inclusive of the scope of services, addenda and related project documents, between Republic Services, Inc. and RRHA for the fixed price of \$368,089.00 for a five-year term effective November 1, 2020;

- (6) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Walker

NAYS: None

Commissioner Anguiano thereupon declared said motion carried and Resolution No. 4060 adopted as introduced.

3. Resolution No. 4061

Ms. Richie presented Resolution No. 4061, requesting the Board's approval to award a contract for Curbside Toter and Back Door services for the Villages at Lincoln. The contract will be funded from the Public Housing operating funds. The current contract expires on October 31, 2020. The invitation for bid was issued on August 23, 2020 and the bids were due on September 15, 2020. RRHA received three responses, none of which certified as Section 3, therefore the Section 3 preference is not a determining factor. Based on the solicitation, review and evaluation of the solicitation, Republic Service was deemed the front runner based on their quotation. The contract will be for a period of five years beginning on November 1, 2020.

Commissioner Garner asked if this could have been done as a comprehensive contract since the contracts are basically the same. Mr. Bustamante answered, the RRHA procurement process doesn't allow for a comprehensive contract, they must be

broken out by development.

Commissioner Burruss asked if there was any recycling as part of the contract. Ms. Richie responded there is not. Mr. Bustamante responded that he is working with Ms. Tobin to find a recycling provider. The need was mentioned by the RRHA staff and he agrees RRHA does need a recycling program. Mr. Bustamante is hopeful that they can put something affordable into place for each site.

Commissioner Garner introduced Resolution No. 4061 and moved its adoption as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARING A CONTRACT FOR CURBSIDE TOTER AND BACK DOOR SERVICE FOR VILLAGES AT LINCOLN TO BE FUNDED FROM PUBLIC HOUSING OPERATING FUNDS.

WHEREAS, The City of Roanoke does not provide residential waste pickup and disposal service for Villages at Lincoln; and

WHEREAS, the current contract of the City of Roanoke Redevelopment and Housing Authority (RRHA) for provision of curbside and back door garbage collection services for Villages at Lincoln expires October 31, 2020; and

WHEREAS, RRHA issued an Invitation for Bid for Curbside Toter and Back Door Service on August 23, 2020, with bids being due on September 15, 2020; and

WHEREAS, RRHA received three (3) responsive bids to the invitation which was opened for consideration, such bids being as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Republic Services, Inc.	\$236,610.40
County Waste	\$243,308.00
Meridian Waste	\$254,023.12

WHEREAS, HUD regulations at 24 CFR 135.1 state that "section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (section 3) directs that employment and other economic opportunities generated by certain HUD financial assistance shall to the greatest extent feasible, and consistent with existing Federal,

State, and local laws and regulations, be directed to business concerns which provide economic opportunities to low and very low-income persons.”, and

WHEREAS, none of the contractors self-certified as a Section 3 Business Concern, and

WHEREAS, the allowable HUD Section 3 preference is not a determining factor in the procurement; and

WHEREAS, the amount of the bid submitted by Republic Services, Inc., was determined to be fair and reasonable for the work specified when compared to the amount of the independent cost estimate based on previous contract costs for Curbside Toter and Back Door services; and

WHEREAS, review, evaluation, and confirmation of bid documentation has been completed and Republic Services, Inc. has been found to be capable and in all other respects acceptable to RRHA; and

WHEREAS, the Vice President of Housing recommends an award to Republic Services, Inc.; and

WHEREAS, the Executive Director has determined that this procurement complies with RRHA’s Procurement Policy and that it is in the best interests of RRHA to execute an appropriate contract; and

WHEREAS, RRHA’s Procurement Policy requires that all contracts having a dollar value of \$100,000.00 or more must be submitted to the Board of Commissioners for review and approval prior to awarding a contract.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that:

- (7) The bid submitted by Republic Services, Inc. be and hereby is accepted;
- (8) The Executive Director be and hereby is authorized and directed to execute RRHA’s standard contract for services, which by reference is inclusive of the scope of services, addenda and related project documents, between Republic Services, Inc. and RRHA for the fixed price of \$236,610.40 for a five-year term effective November 1, 2020;
- (9) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

The motion was seconded by Commissioner Garner and upon roll the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Vice-Chair Kepley,
Walker

NAYS: None

Commissioner Anguiano thereupon declared said motion carried and Resolution No. 4061 adopted as introduced.

III. **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Garner moved that the meeting be adjourned.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Vice-Chair Kepley

NAYS: None

Commissioner Anguiano declared the meeting adjourned at 3:46 p.m.

Andrew Anguiano, Commissioner

David Bustamante, Secretary-Treasurer

AYES: Commissioners Anguiano, Burruss, Garner, Vice-Chair Kepley, Walker

NAYS: None

Commissioner Anguiano thereupon declared said motion carried and Resolution No. 4061 adopted as introduced.

III. **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Garner moved that the meeting be adjourned.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Garner, Vice-Chair Kepley

NAYS: None

Commissioner Anguiano declared the meeting adjourned at 3:46 p.m.



David Bustamante, Secretary-Treasurer



Andrew Anguiano, Commissioner

