

MISSOULA REDEVELOPMENT AGENCY

CONDENSED BOARD MEETING MINUTES

December 14, 2017

FINAL

A Regular meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held on Thursday, December 14, 2017 at the Hal Fraser Conference Room, 140 W. Pine, at 10:30 a.m. Those in attendance were as follows:

Board: Karl Englund, Nancy Moe, Ruth Reineking, Natasha P. Jones

Staff: Ellen Buchanan, Chris Behan, Annette Marchesseault, Tod Gass, Jilayne Dunn, Lesley Pugh

Public: Martin Kidston, Missoula Current; Jeff Smith, WGM Group; Jacob Wright, MMW Architects; Don MacArthur, MMW Architects; Theresa Hamilton, Solar Plexus; John "Rip" Hamilton, Solar Plexus; Sara Townsley, Montana CRE; Ben Dawson, International Brotherhood of Electrical Workers; Bruce Kramer, Consumer Direct Care Network; Scott Johnson, CMS Inc./Consumer Direct Care Network; Charlie Kees (video conference); DHM Design; Eric Meadows (video conference), DHM Design

CALL TO ORDER

10:30 a.m.

APPROVAL OF MINUTES

November 16, 2017 Regular Board meeting minutes were approved as amended.

PUBLIC COMMENTS AND ANNOUNCEMENTS

ACTION ITEMS

Solar Plexus – 1605 Stephens Avenue (URD III) – FIP and TIF Requests (Behan)

Behan said Solar Plexus is located on Stephens Avenue about a block and a half south of Mount Avenue. Solar Plexus is owned by John "Rip" and Theresa Hamilton and the business has been at that location since the early 2000s. The company specializes in design and installation of alternative energy systems, particularly solar and small hydroelectric systems. Behan said the business is currently in a series of smaller buildings that have been put together. The plan is to knock down all but one of those buildings and construct a new structure for their business along with second-story apartments. Behan said the current building façade is tired and the series of buildings meets the conditions MRA would like to see changed along an arterial street. The street trees have also seen better days.

Behan said the Solar Plexus application is under two programs, the Façade Improvement Program (FIP) and Tax Increment Financing (TIF). As far as the FIP, Behan said their plan if

they get assistance is to paint and add a metal façade and metal awning. Behan said the building will primarily run on solar power. He said the addition of three apartments on the second floor will maximize use of the site.

Behan said right now the water line comes from Strand Avenue over private property in a very small 1-1/2 inch line that serves three buildings. He said the line is not adequate under code or in reality to serve one of the buildings. Behan said MRA has noted several times that water is the biggest impediment to redevelopment in this area. Behan said MRA dealt with a water line for the new onXmaps building where water was brought from across Brooks Street to the building. That allowed several other buildings in the area to be able to have access to potable and fire-flow water should they redevelop. Behan said the same thing will happen in this area. He said the water line will be brought from the Regent Street/Burlington Avenue intersection and allow much more utilization for the north side of the Beach Transportation lot and the other businesses in the area. He said he thinks that although the cost of the 8-inch water main is high and pushes the request out of the norm of the traditional amount MRA might allow for one project under the TIF program, he said the circumstances bear more scrutiny which will reveal that there is a big impact and not just for Solar Plexus.

Behan said he wanted to make a correction to his memo. The first sentence says that John Hamilton and Lee Tavenner acquired full ownership; it is actually John Hamilton and David Whitcomb. Tavenner was a previous owner.

Jacob Wright, MMW Architects, said they have been working with Solar Plexus for a year on this project. He said initially they needed more space to do their business and it grew into the current project. He said Theresa Hamilton is a Property Manager and she is familiar with the rental business. He said the addition of residential units required the addition of fire sprinklers to the project which increases fire flow. Wright said MMW Architects has enjoyed working with the Hamiltons on this project because in addition to the solar panel and speaking the language of sustainability, they are also looking at high-performance wall systems, metal siding options, pre-patina wood, and all of the things that will age gracefully. He said being able to have the opportunity as an architect to push and pull the façade and not get stuck in using the simplest way to achieve the maximum leasable space, but actually being able to add grace and architectural interest at the intersection and create the dynamic of the solar panels has been great. He said the awnings at the entrance and on the apartments are actually a high performance solar panel system that will create a demonstration platform for Solar Plexus to use for shade structures. Wright said the primary issue they ran into, particularly with the residential, was the water line.

Jeff Smith, WGM Group, said right now a water main does not exist in Burlington Avenue from west of the Solar Plexus site all the way to Brooks Street. With this project they would extend an 8-inch main that will serve the three buildings that are currently served by the 1-1/4 inch water service that cuts across Beach Transportation property from Strand Avenue. The main will also be extended to Stephens Avenue so that it could be extended in the future to create a looped connection that would serve the rest of Burlington Avenue.

Jones asked if the Beach Transportation property will be upgraded along with the other three properties. Smith said Beach's service is from Strand Avenue so they will not be upgraded with this project. He said each of the services that are fed along Burlington Avenue will be connected to the new 8-inch line. Behan said it would be available to Beach Transportation should they decide to develop because they would need more than one water line for the whole property.

Behan said very recently he was talking with someone who is purchasing a property on Russell Street between River Road and 3rd Streets. It is a similar sized property to Solar Plexus. Behan said their plan was to put up a single-use, single-story structure. He said he was able to use the Solar Plexus project as a model for doing mixed-use along a commercial corridor that increases the total use of the site. Behan said this is a great project to be used as a model and hopes folks along the major corridors really think about it.

Don MacArthur, MMW Architects, said it is exciting to see the Stephens Avenue corridor start to develop. He said Mountain Line has big plans for it to be more frequent bus route so it leads them to think about how to make the Solar Plexus project have a new feeling that's not just highway commercial and starts to have a mixed-use and higher density feel to it with taller buildings. He said he keeps hearing the Beach property mentioned as something that might be developable in the near future so there is good reason to put infrastructure in and start setting a pattern in this area.

Englund asked about the alternative for the water main. Smith said the alternative is to extend a private line across the Beach property or across the property directly to the north. He said a couple of particulars with each of those options is that they would now have a more permanent infrastructure facility along the street frontages of both properties, limiting the ability of redevelopment along the route. Smith said although the easement negotiation hasn't been started it is very likely the cost of the easement across both properties may exceed or be in the ballpark of the main extension that would serve the existing three businesses. Behan said Kevin and Kim Gordon are constructing the Morisson-Maierle building and have thought about developing the building on Stephens Avenue. He said it may be difficult for them to think about impeding the ability for it to be a developable lot.

Moe asked what size line was put in by onXmaps. Behan said it is 8-inch. Moe asked if an 8-inch line is indicated here. Behan said 8-inch is the smallest size that the City Public Works Department, Missoula Water and the Fire Department will accept for a commercial main. The standard for fire protection used to be six inches but now it's eight.

Reineking said she thinks it is a good idea to get the water mains in for future development.

Buchanan asked for more information about the solar awnings. Rip Hamilton, Solar Plexus, said they are bifacial and have translucent glass that allows filtered light through but still provides some shading. MacArthur said if there is reflective light off the ground the panels actually get a bit of additional output from it.

Moe asked if the landscaping in the renderings is the actual area that will be dedicated to landscaping. Wright said yes. Moe asked if it will be irrigated. Wright said yes, that is the intent. He said they will conserve water as much as possible.

MOE: BASED ON THE BENEFIT TO THE DISTRICT AND TO OTHER BUSINESSES THAT MAY BE DEVELOPED IN THE AREA, I MOVE THE FIRST STAFF RECOMMENDATION TO APPROVE UP TO \$232,500 IN TIF PROGRAM ASSISTANCE TO THE SOLAR PLEXUS PROJECT LOCATED AT 1605 STEPHENS AVENUE FOR THE ITEMS LISTED IN THE TABLE WITHIN THIS MEMORANDUM, SUBJECT TO PROGRAM TRADITIONAL CRITERIA AND CONDITIONS MRA PLACES ON SUCH ASSISTANCE AND SUBJECT TO THE

DEVELOPER SUBMITTING A FINAL LANDSCAPING DESIGN ACCEPTABLE TO MRA STAFF.

Jones seconded the motion.

Moe said if Beach is going to develop that area then she thinks they should be cognizant of Mountain Line's use of the area and have them participate in the discussion so the needed bus stops are known for the area. Behan said right now there is a bus stop one and a half blocks to the north of Solar Plexus. He said it is a heavily used route. MacArthur said Mountain Line does have a Bus Stop Master Plan that includes this area and they will look to make sure anything is planned for this site.

Englund reiterated that the break from the 1:10 public to private ratio investment guideline is justified here because of the benefit to everyone else in the area. He said it seems to him that when MRA has done it in the past it has commonly been a water main issue. He said this is in keeping with both the 1:10 guideline and past practice of when that ratio is deviated from.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays)

MOE: I MOVE THE SECOND STAFF RECOMMENDATION TO APPROVE UP TO \$19,000 IN FAÇADE IMPROVEMENT PROGRAM GRANT ASSISTANCE TO THE SOLAR PLEXUS PROJECT LOCATED AT 1605 STEPHENS AVENUE, SUBJECT TO PROGRAM CRITERIA AND TRADITIONAL CONDITIONS MRA PLACES ON SUCH ASSISTANCE.

Jones seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes 0 nays)

Montana Rail Link (MRL) Park – 1930 South Avenue West (URD III) – Request to Approve Consultant, Scope of Services and Fee Proposal (Marchesseault)

Marchesseault said staff is recommending a consultant for the Montana Rail Link (MRL) Park design. She video-conferenced in Eric Meadows and Charlie Kees from DHM Design out of Bozeman.

Marchesseault said at the last MRA Board meeting staff presented information about the MRL Park and and said they were beginning to look at consultants for the project. She said there is a completed schematic Master Plan that was done through a public process. She said there will be a meeting with the selection committee (Marchesseault and Parks Staff consisting of Neil Miner and Patrick McGannon) to finalize the public process. In the meantime, Marchesseault said the selection committee has been in the process of getting design consultants on board so they can get design and construction documents finished as quickly as possible to get construction done in the upcoming season.

Marchesseault said the selection committee submitted Requests for Proposals (RFP) a month ago. She said they requested that the teams have landscape architect leads because this is a park and they can bring some sensitivity to a project that engineers often don't to park and

landscape projects. She said they received six proposals and they were all very strong. Marchesseault said as part of the proposal they asked the consultants to put together a magnitude cost estimate of the construction of the park based on the schematic Master Plan. She said the consultant teams had to make a lot of assumptions because all of the decisions have not been made, but it was a way for the committee to assess whether there was a reality in the numbers they had been looking at and a way to assess how consultants are looking at a project and what they are considering goes into that project. Marchesseault said the selection committee was unanimous in the way that they ranked the teams, except for the top two, and they had lengthy discussions amongst themselves and did telephone interviews with the applicants. Ultimately they agreed that the team led by DHM Design would best serve the needs of the project. She said DHM is a landscape architecture firm with an office in Bozeman as well as other locations in Colorado. She said DHM has teamed with DJ&A Engineers whom MRA has worked with on several projects. DJ&A is also working with Gass on the Bitterroot Trail which is being constructed along the eastern edge of the Park.

Marchesseault said her memo requests that the MRA Board accept the team led by DHM Design as the preferred consultant to lead the MRL Park design and construction process. She said DHM submitted a fee proposal for the entire team and it's a little under \$150,000. Marchesseault said the committee feels that is a very fair fee for the magnitude of the project. They are looking at a construction budget between \$1.25 million and \$1.4 million. Separate from that, because there is still some uncertainty in the design process and as measure to perhaps not have to come back to the Board for an additional ask for additional services, Marchesseault said she was recommending that the Board approve a fee contingency, not added to the consultant's fee, to add services to the contract if needed.

Kees said they are really honored and excited to be chosen. He said they recognize the importance and the amount of public process that has gone into the project so far.

Jones asked what the \$30,000 contingency would be for if it is not going towards DHM's fees. Marchesseault said the way she was looking at it, she was trying to avoid having to come back to the Board for additional services if they are needed. She said it's a staff contingency, not a contingency that's built automatically into the fee proposal. She said she didn't know procedurally if it was appropriate to do that or not. She said in the past there has been contingencies built into construction projects, but they do get built right into the budget. Buchanan said if there is any additional testing or information gathering needed about the site then staff would have it to draw on, much like was done with the funding approved during the due diligence period when the property was purchased. She said she doubts it will need to be used so if the Board wasn't comfortable with it that was fine.

Jones asked when the numbers for construction will be firmed up. Marchesseault said the construction number has been set internally at a cap that they will not exceed \$1.5 million total for the MRL Park project, including fees, testing, construction, etc. She said when DHM Design gets to a 50% level sometime around the end of January the committee is going to ask them to do a hard cost estimate which will help them to start establishing where the construction is falling based on all of the wish lists. Marchesseault said at that point if it adds to fees and everything goes over \$1.5 million then the design team has a process to value engineer out until they get back down to the budget.

Moe asked when the bidding will begin. Marchesseault said the committee is anticipating that the project will have documents to go out to bid at the end of February/first week of March. She

said the next agenda item will be discussing whether the Board is comfortable using an Alternate Project Delivery Contract (APDC) to release documents at the 70% level. If not, she said they will scramble and get the project to a 95% level by the end of February. Marchesseault said the reason for this is to get a favorable bidding climate and to get construction done in 2018 as opposed to waiting another year. She said the reason they would like to get it done next year is that the trail will be undergoing construction so it makes sense if they are doing disruption on the site to do it once. Another reason is that there is a lot of synergy from the public process and design process so they want to keep the momentum going.

Moe asked Marchesseault to explain Item 4 of the "Assumptions" from Page 3 of the table in her memo. Marchesseault said Item 4 does not include pay request administration or construction inspection, so it's not included in the consultant's fees. She said the committee is comfortable with that because they are still looking at how they will manage it. She said there's a potential that they could manage it internally between herself, Miner and McGannon or they may elect to hire an independent inspector to do inspection on the project when they know exactly what the magnitude of the project is. Marchesseault said when they get contractor bids and come to the Board with a preferred bid they will also come in with a request for how they will handle construction inspection and payouts. Moe asked what the pay request administration is. Marchesseault said it is requests from contractors. Moe asked if the Parks Dept. has their own inspection that they do. Buchanan said yes, they have their own inspection.

Englund asked DHM Design how comfortable they are that the Park can be built at \$1.5 million total. Kees said as part of the proposal process they took a very detailed look at the construction costs to the point where they went through detailed estimates for quantity take offs and worked very closely with DJ&A to true test their costs with local prices. He said they came in with a range within \$1.2-\$1.4 million. Also associated with that, they have identified some cost reductions, if needed, without compromising the design. Kees said they definitely feel the number is realistic and are committed to making sure they track their costs through the design process so that they hit the numbers and stay on budget.

Englund asked DHM Design if they are comfortable with the time frame. Kees said yes they are. He said they have had several conversations with Marchesseault about the schedule. They have a detailed plan of attack to get it done and take advantage of the bidding cycle. He said they recognize it is a fast pace to get there, but they feel good about the level of work already put in with the Master Planning phase and public process that they can take the ideas as a roadmap and implement it quickly.

Discussion ensued regarding the contingency. It was decided that the Board could do a Special meeting if something needs to be approved to keep the project on schedule.

JONES: I MOVE THE STAFF RECOMMENDATION TO APPROVE DHM DESIGN AS THE PREFERRED CONSULTANT TO FINALIZE CONSTRUCTION DOCUMENTS, ASSIST WITH BIDDING, AND PROVIDE CONSTRUCTION ADMINISTRATION FOR MRL PARK, APPROVE DHM'S SCOPE OF SERVICES AND FEE PROPOSAL IN AN AMOUNT NOT TO EXCEED \$149,201 AND AUTHORIZE THE MRA BOARD CHAIR TO SIGN THE PROFESSIONAL SERVICES AGREEMENT.

Reineking seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays)

Montana Rail Link (MRL) Park – 1930 South Avenue West (URD III) – Request to Approve Use of Alternative Project Delivery Contract (APDC) for Selecting a Contractor for Park Construction and Recommend to City Council for Approval (Marchesseault)

Marchesseault said staff is requesting authorization to use APDC method for the MRL Park. She said it is the same method that MRA used with the Mary Avenue West project. It allows staff to put the project out to bid with documents were at about a 75% completion level, lock in unit prices at that point and get a contractor on board before the design documents are finished to provide some input on constructability and value engineering. She said it was a learning process on Mary Avenue because it was the first time she used the process. She said she learned that the term “guaranteed maximum price” means guaranteed maximum unit prices, not the overall construction price because as the documents are being tightened up from a 75% to a 100% level, the quantities will adjust but the unit price for those quantities will remain the same. She said having a contractor on board earlier in the process will be beneficial for the Park because there are a lot of moving parts. Marchesseault said staff is requesting authorization to use the APDC method and if approved staff will take it to City Council for approval. Englund asked if DHM Design has used APDC on a park before. Marchesseault said they have used it and teamed with Jackson Contractor Group to do Fort Missoula Regional Park. They are teamed with DJ&A who have used it several times and were the lead on the Mary Avenue West project.

Reineking asked why City Council has to approve use of APDC. Buchanan said it is state law. Englund said this method is relatively new and instead of the traditional way of going out to bid, when the legislature allowed this they said it had to be approved by the City Council.

REINEKING: I MOVE THE STAFF RECOMMENDATION THAT THE MRA BOARD MAKE A RECOMMENDATION TO THE MISSOULA CITY COUNCIL TO APPROVE A RESOLUTION AUTHORIZING MRA STAFF AND THE DESIGN/ENGINEERING CONSULTANT TO USE AN ALTERNATE PROJECT DELIVERY CONTRACT (APDC) FOR CONSTRUCTION OF MRL PARK.

Moe seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays)

Consumer Direct – Pedestrian Scale Lighting on Howard Raser Avenue (North Reserve-Scott Street URD) – TIF Request (Behan)

Behan said in the summer of 2015 the Board approved up to \$630,000 in TIF assistance for the Consumer Direct Care Network headquarters near North Reserve Street in the North Reserve-Scott Street URD. He said it was a project that opened up a new kind of use in that area and hopefully will be followed by others. Construction was completed in early 2017. They have approximately 300 employees there now with room for expansion. They are a nation-wide company and currently have 25,000 employees.

Behan said TIF was approved for assistance in developing Howard Raser Avenue and putting in the standard utilities including water, sewer, communication lines, etc. He said Consumer

Direct was able to save money on the costs that were attributed to TIF bonds that were issued for the project. He said it doesn't mean that MRA owes them that money; however, it's one of those things where lighting along Howard Raser Avenue for pedestrians was not included in their original application as a specific line item as part of extending Howard Raser Avenue. Behan said the business has a lot of employees who use Mountain Line as well as walking and biking.

Behan said staff believes it is a really good idea to add pedestrian-scale lighting along the really dark section of Howard Raser Avenue. He said it adds safety, promotes alternative transportation from businesses in the area, and in using the standard lights used on Mary Avenue and Brooks Street it will set a new standard and model for the area. He said the staff recommendation is to utilize the remaining bond funds from the Consumer Direct project to reimburse them for up to \$89,477 for the lighting project. He said this amount does include a 15% contingency.

Jones asked if this type of pedestrian lighting is already in place at the section by the Hilton Garden Inn. Behan said no. He said what people will have to utilize for a time will be the ambient light from the businesses on either side of the street from parking lot, building and yard lights. Bruce Kramer, Consumer Direct Care Network, said the coverage there on that block is not too bad. He said it's walkable at night, but once you go east of Grant Creek Road it is totally dark.

Behan said the North Reserve-Scott Street Master Plan has a recommended cross section for Howard Raser Avenue that includes pedestrian-scale lighting and expanded pedestrian and bicycle use for an even larger area. Right now there isn't room to provide additional pedestrian amenities until those areas start to redevelop. Jones asked what the property is that is on the other side of Howard Raser Avenue across from the Hilton Garden Inn. Behan replied that it is Caterpillar (CAT), which sells construction equipment. Behind it is used for extra storage and parking.

Reineking said the photographs show the sidewalks already constructed on the north side of Howard Raser Avenue. She asked if there were designated bike lanes along there. Behan said no. Right now there is parking on both sides of the street with room for bike lanes so there is the possibility of adding them once there is additional traffic. He said it is included in the Master Plan. Reineking said with the sidewalks in place at least the driveways are identified so things won't have to be moved with the permanent lighting going in.

Behan said it just happens to be a coincidence that there was \$90,000 of unused bond funds and the request for the pedestrian scale lighting is \$89,477. Englund said Consumer Direct Care Network are good and valuable clients of his and he will not be voting on it. He said he thinks it's more than coincidence because MRA has the rule that people can't come back for a 2nd ask for the same project. He said he thinks they need to look at it as reallocating money that has already been approved for the public improvements that MRA already agreed to do. Buchanan said it's also further enhancement of the public infrastructure that's been installed. She said the City would ultimately like to get street lighting on all of the streets if possible.

JONES: I MOVE TO ACCEPT THE STAFF RECOMMENDATION TO REALLOCATE THE PREVIOUSLY APPROVED FUNDING TO BE USED TOWARDS THE INSTALLATION OF PEDESTRIAN SCALE LIGHTING ALONG THE NORTH SIDE OF HOWARD RASER AVENUE BETWEEN GRANT CREEK ROAD AND CONSUMER DIRECT AS AN ADDITION TO THE

LIST OF PREVIOUSLY APPROVED STREET IMPROVEMENTS ASSOCIATED WITH THE CONSUMER DIRECT PROJECT IN AN AMOUNT TO BE REIMBURSED TO CONSUMER DIRECT NOT TO EXCEED \$89,477 BASED ON CHARGES DESCRIBED IN CONTRACTOR INVOICES INDICATING THE ACTUAL COST OF HOURS WORKED AND MATERIALS USED.

Moe seconded the motion.

No further discussion. No public comment.

Motion passed unanimously with Englund abstaining. (3 ayes, 0 nays, 1 abstention)

Fox Site – Environmental Characterization Study of Soils (Riverfront Triangle URD) – Amended TIF Request (*Behan*)

Behan said the Department of Environmental Quality (DEQ) found an issue with one of the samples (SB-10) during the soils analysis of at the Fox Site. The sample had a very slightly elevated hydrocarbon reading on expanded tests. Behan said the soils brought to the site from the University of Montana had not been previously disturbed so the City was pretty sure there was nothing at the site. He said they still aren't sure what made it an elevated reading. At this time the DEQ is indicating closing the incident and moving on. Behan said the Missoula Water Quality District agrees with that assessment and is willing to go along with DEQ, recommending they do exactly that. However, Behan said to get to that point, increased testing had to be done as well as more reporting. All of the reports will have to be completed before they get the letter to close the file. He said it will take another \$13,500 for the consultant, WGM Group, to do that. Should there be any further work needed, Behan said staff will shift the relationship so there is a direct relationship between the consultant and the City.

Jones said this is a very favorable outcome as she understands it. Behan said absolutely. Jones said DEQ could have asked that a lot more testing and work be done, resulting in an ask of more than \$13,500 to reimburse Hotel Fox for what they could have been required to do. Behan concurred.

Englund asked if the City has seen the invoices. Behan said yes, he has seen them when Jim McLeod brought them in. He said they will be standard WGM Group invoices that are very detailed. Moe asked if there are contingency funds to cover it. Behan said right now there are not, but once Riverfront Triangle Partners pays their taxes there will be funds to reimburse them.

Englund said he didn't know if he understands what the additional money is for. Behan said they didn't drill anymore, it is all pushing paper. He said in this case it's a matter of the amount of work WGM Group has to do. Also, he said a good portion of it is retesting the samples that didn't come out right in the first place.

JONES: I MOVE TO ACCEPT THE STAFF RECOMMENDATION THAT THE BOARD APPROVE UP TO AN ADDITIONAL \$13,500 TO REIMBURSE HOTEL FOX PARTNERS FOR THE ENVIRONMENTAL ASSESSMENT WORK ON THE CITY-OWNED FOX SITE ASSOCIATED WITH ADDITIONAL SOILS TESTING AND ADDITIONAL INFORMATION GATHERING AND REPORTS REQUIRED FOR DEQ TO CLOSE ITS FILE ON THE SITE. THE FINAL AMOUNT REIMBURSED WILL BE BASED ON HOURS WORKED AND MATERIALS AS DESCRIBED IN WGM GROUP INVOICES.

Moe seconded the motion based on the responsibility of the City to demonstrate the land to be transferred is ready for development.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays)

NON-ACTION ITEMS

STAFF REPORTS

COMMITTEE REPORTS

OTHER ITEMS

ADJOURNMENT

Adjourned at 11:41 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lesley Pugh".

Lesley Pugh