

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
December 20, 2018
200 Ross Street
13th Floor Wherrett Room
Pittsburgh, PA 15219

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, December 20, 2018 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

Valerie McDonald-Roberts, Chair, called the meeting to order. The Commissioners in attendance were: Ms. Valerie McDonald-Roberts, Peter Kaplan, Enid Miller, Janet Evans, Leroy Morgan. Not in attendance was Rev. Ricky Burgess and Richard Butler.

Next, the Chair noted that the Board members previously received a copy of the October 25, 2018, Board Meeting Minutes and asked for a motion to approve the minutes. Enid Miller made a motion to approve the minutes and Peter Kaplan seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Peter Kaplan,
Janet Evans, Leroy Morgan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

Next Valerie McDonald-Roberts asked for a motion to approve the Activity Reports for October and November 2018. Janet Evans made a motion to approve the Activity Reports and Leroy Morgan seconded the motion.

Next Michelle Sandidge, Chief Communications Officer, spoke about the recent activities of the agency.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Peter Kaplan,
Janet Evans, Leroy Morgan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the Activity Reports approved.

Next, Valerie McDonald-Roberts asked if there were any public comments.

There were no public comments.

The Chair introduced the following resolutions:

RESOLUTION No. 62 of 2018

A Resolution – Authorizing the Executive Director or his Designee to enter into a Contract with Right Electric Inc. for Electrical Support Authority Wide

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is in the best interests of the HACP and its residents to procure an Electrical Support contract for the repair and maintenance of electrical distribution systems and exterior lighting authority wide; and

WHEREAS, the HACP maintained electrical wires and systems in the HACP’s communities experience occasional local power outages, and the Northview Heights community has a significant amount of such systems and experiences power outages each year; and

WHEREAS, the HACP maintained exterior lighting on poles and buildings and street lighting at Northview Heights and other HACP Communities Authority-Wide require ongoing maintenance and occasional repair; and

WHEREAS, on October 1, 2018, the HACP issued Invitation for Bids (IFB 300-13-18 Rebid) for Electrical Support Authority-Wide; and

WHEREAS, on November 14, 2018, the HACP received two (2) bids for the electrical support work in response to the IFB; and

WHEREAS, Right Electric Inc. is lowest responsive and responsible bidder with a total hour rate that is 83.40% of the Independent Cost Estimate (ICE); and

WHEREAS, this procurement was performed in accordance with applicable Federal regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of the City of Pittsburgh:

Section 1. That the Executive Director or his Designee is hereby authorized enter into a task order based contract with Right Electric Inc. for a three (3) year period, with two (2), one-year extension options, in a not to exceed amount of \$500,000.00, for Electric Support Authority-Wide; and

Section 2. The contract will be paid from Moving To Work (MTW) Funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve and Leroy Morgan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 63 of 2018

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$39,138.08 from Tenant Accounts Receivable for the months of July 2018 through September 2018

WHEREAS, the net amount of past-due accounts of tenants who are no longer occupying a dwelling unit and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) during the months of July 1, 2018 through September 30, 2018 was \$39,138.08; and

WHEREAS, reasonable means of collection have been exhausted against these accounts; and

WHEREAS, the total collection losses written off from the Tenant Accounts Receivables (TARs) balance is \$39,138.08 which is 1.87% of the total rent and associated charges of \$2,096,406.44 for the 3rd quarter of 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director’s decision to write off collection losses of \$39,138.08 from the tenant accounts receivable balance for July 1, 2018 through September 30, 2018 is hereby ratified.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 64 of 2018

A Resolution – Authorizing the Executive Director or his Designee to Negotiate with Selected Proposers for Affordable Housing Developments as part of the Project Based Voucher and Gap Financing Program

WHEREAS, one of the core objectives of the Housing Authority of the City of Pittsburgh (HACP) is to “expand affordable housing options” within the City of Pittsburgh; and

WHEREAS, there is a tremendous need for affordable housing in the city of Pittsburgh evidenced by the fact there are approximately 9,000 households on the HACP’s various waiting lists for affordable housing; and

WHEREAS, Housing Choice Voucher (HCV) holders seeking units in the private market have a 30% lease up success rate resulting in approximately 70% of families/individuals who receive a voucher are not able to find a unit on the private market to lease; and

WHEREAS, HACP has determined that it is in its best interests to assist private real estate and non-profit developers of affordable housing by creating a Project Based Voucher plus Gap Financing (PBV/Gap Financing) program, a Moving to Work (MTW) Local Non-traditional Program activity, to assist private developers/owners to fill financing gaps and bring more new or rehabbed affordable housing units to market; and

WHEREAS, in furtherance thereof, the HACP selected its instrumentality, Allies & Ross Management and Development Corporation (ARMDC), to assist HACP to achieve said core objective; and

WHEREAS, on October 15, 2018, the HACP issued a Request for Proposals (RFP) 600-33-18 for Project Based Voucher Program & Gap Financing For Mixed-Finance Development and on November 2, 2018, HACP received eight (8) proposals; and

WHEREAS, an evaluation committee reviewed the eight (8) proposals based on experience, capacity of the proposers, and other factors, plus the characteristics and feasibility of the projects; and all eight (8) proposals were deemed responsive and from responsible offerors and awarded HACP’s conditional commitment for PBV/Gap Financing program; and

WHEREAS, this procurement was performed in accordance with applicable Federal regulations and the procurement policies and procedures of HACP; and

WHEREAS, the selected proposals received HACP’s commitments for PBV/Gap Financing contingent upon HACP/ARMDC’s final approval based on further due diligence, underwriting, and MTW Local Non-traditional Development program evidentiary processes as required by HACP and U.S. Department of Housing and Urban Development (HUD).

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh that:

Section 1. The decision by the Executive Director or his Designee pursuant to RFP #600-33-18 to select and begin underwriting process and negotiations with the following developers/owners is hereby ratified:

- Bridging the Gap Development LLC – Kirkpatrick Residences
- Mid-Point Group of Companies, Inc. – City’s Edge
- Amani Christian Community Development Corporation – Herron Avenue Housing
- Ralph A. Falbo, Inc. – Western Restoration Apartments
- TREK Development Group, Inc. – Harvard Beatty Housing
- 327 NN, LLC – North Negley Residences
- KBK Enterprises, LLC – Lexington Technology Park
- CHN Housing Partners & Hill CDC – New Granada Square

Section 2. The Executive Director or his Designee is hereby authorized to negotiate with each owner/developer related to the issuance of Project Based Vouchers and/or Gap Financing for selected projects identified in each development proposal subject to approval by the HACP Board of Commissioners. HACP will complete due diligence for each proposal that will allow HACP to engage in development activities in accordance with HUD guidelines, and negotiate all development agreements including final award amounts, terms, conditions, and costs/fees, and spend funds for each development identified pursuant to each proposal received and authorized.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Leroy Morgan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 65 of 2018

A Resolution – Authorizing the Budget Revision for the Turnkey Development of Twenty (20) New Construction Units on Scattered Sites in East Liberty

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) desires to work with community partners in establishing a neighborhood and community revitalization strategy, by investing in the development of affordable housing throughout the City of Pittsburgh; and

WHEREAS, on December 10, 2014, the HACP advertised a Request for Proposals (RFP) #600-32-14 seeking qualified, community partners to provide services for Acquisition/Rehabilitation and Turnkey Development of Scattered Sites Units; and

WHEREAS, pursuant to the RFP, the HACP worked with the first-ranked, East Liberty Development, Inc. (ELDI) on the turnkey development of new construction units constituting two (2) and/or three (3) bedroom units on scattered sites located in the East Liberty area; and

WHEREAS, the HACP Resolution 40 of 2015 approved a development budget of up to \$5,700,000 to effectuate the turnkey development of twenty (20) new public housing units; and

WHEREAS, in Resolution 25 of 2018, the HACP has agreed to increase the budget by \$50,000.00 (increasing it to \$5,750,000) to accommodate Phase I closing costs which were not accounted for in the original budget; and

WHEREAS, the HACP's purchase closing of Phase II of the ELDI turnkey units is scheduled to be in December of 2018 and the closing of final phase, Phase III, is expected to be done in the first quarter of 2019; and

WHEREAS, the ELDI turnkey project's overall budget needs a final revision to accommodate project cost increases in construction financing, holding costs, transfer taxes and closing costs for a budget increase of up to \$234,470 to the previously approved budget of \$5,750,000 and therefore, the HACP will spend up to a total of \$5,984,470 to acquire the twenty (20) turnkey units from the ELDI); and

WHEREAS, the requested revised, project budget of \$5,984,470 is within the Department of Housing and Urban Development (HUD) 2016 Total Development Cost (TDC) Limit and will increase the original project budget by approximately 5.3%, which is considered a reasonable amount of change order for this particular turnkey project conducted by a small, nonprofit, community-based development organization.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to increase the total development budget up to \$5,984,470 for the East Liberty Development, Inc.'s (ELDI) turnkey development of twenty (20) new construction units on scattered sites in the East Liberty area; and

Section 2. The additional requested amount of the contract shall be paid from Moving To Work (MTW) Funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 66 of 2018

A Resolution – Authorizing the Executive Director or his Designee to Authorize the Purchase of Common Public Area Furniture from P.E.M.Co. for Interior Renovations (Community Room & Hallway Renovations) at Carrick Regency, AMP-46

WHEREAS, the Housing Authority City of Pittsburgh (HACP) is performing interior renovations at Carrick Regency which includes the replacement of common public area furniture; and

WHEREAS, the HACP will utilize cooperative purchasing to source the common public area furniture through existing state contracts for which P.E.M.Co. is the local dealer; and

WHEREAS, the HACP is specifically authorized and encouraged under 2 CFR 200.318(e), formerly 24 CFR 85.36(b)(5) for procurement or use of common goods and services to foster greater economy and efficiency; and

WHEREAS, the HACP will sub-order the furniture with P.E.M.Co. at a Not-To-Exceed amount of \$60,272.42; and

WHEREAS, this procurement was performed in accordance with applicable Federal and state regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to purchase common public area furniture from P.E.M.Co. through existing state contracts in the total amount of \$60,272.42 for the Interior Renovations at Carrick Regency; and

Section 2. The Not-To-Exceed amount for this work is to be paid from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve and Leroy Morgan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 67 of 2018

A Resolution – Authorizing the Executive Director or his Designee to Enter into a Mechanical Construction Contract with Controlled Climate Systems, Inc., for Improvements at Bedford Hope Center, AMP-02

WHEREAS, the Housing Authority City of Pittsburgh (HACP) is performing improvements at the Bedford Hope Center which includes mechanical construction work; and

WHEREAS, the HACP procured Gerard Associates Architects to perform professional design services to define the appropriate efforts necessary for the Improvements at the Bedford Hope Center; and

WHEREAS, on May 28, 2018, the HACP reissued an Invitation for Bids (IFB) #600-16-18-H-Rebid for mechanical construction work and on June 28, 2018 the HACP received one (1) bid from Controlled Climate Systems, Inc.; and

WHEREAS, in accordance with the Department of Housing and Urban Development (HUD) regulation (2 C.F.R. 200.320(f)(3) and (4), "After solicitation of a number of sources, competition is determined inadequate", the HACP may utilize the non-competitive method of procurement; and

WHEREAS, the HACP has prepared the necessary Sole Source Justification to proceed with award to Controlled Climate Systems, Inc. and

WHEREAS, Controlled Climate Systems, Inc.’s bid in the amount of \$260,000.00 is 109% of the Independent Cost Estimate (ICE) of \$239,360.00; and

WHEREAS, this procurement was conducted in accordance with applicable Federal and state regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to enter into a mechanical construction contract in the total amount of \$260,000.00 with Controlled Climate Systems, Inc. for the Improvements at the Bedford Hope Center; and

Section 2. The total amount of the contract shall be paid from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Enid Peter made a motion to approve and Peter Kaplan seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 68 of 2018

A Resolution - Authorizing the Executive Director or his Designee to Amend the Intergovernmental Agreement with the Allegheny County Department of Human Services for Senior Living Enhancement Program, Mental Health Counseling Services, Eviction Prevention Pilot, Homeownership Program Services and Domestic Violence Prevention/Mediation Services

WHEREAS, the HACP will amend Resolution No. 55 of 2018 to reflect the Housing Authority of the City of Pittsburgh’s (HACP)’s intent to extend the agreement with Allegheny County Department of Human Services (ACDHS) for a term of up to five years (three years with two optional one-year extensions) at an annual amount of \$515,000 or a total of up to \$2,575,000.

WHEREAS, the HACP has identified the need to provide Domestic Violence Prevention/ Mediation services in its communities to encourage residents to seek support in order to retain their housing and to ensure a safe environment for all residents; and

WHEREAS, the HACP has identified the need to provide specific services to enable senior and disabled residents to improve their quality of life and maintain safe, independent living; and

WHEREAS, the HACP has identified the need to provide community mental health, and drug and alcohol , and eviction prevention pilot services in its communities to encourage residents to seek treatment in order to retain their housing and to ensure a safe environment for all residents; and

WHEREAS, the HACP has identified the need to provide homeownership education services for eligible residents as a part of its Moving To Work Homeownership Program to encourage and support residents to pursue self-sufficiency and homeownership; and

WHEREAS, the HACP has partnered with the ACDHS to expand the scope of existing programs to provide enhanced levels of Senior Living Enhancement Program, Mental Health Counseling Services, Eviction Prevention Pilot, Homeownership Program Services and Domestic Violence Prevention/Mediation Services in HACP communities; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) authorizes the use of Intergovernmental Agreements and has issued regulations governing such agreements; and

WHEREAS, the HACP's support of the foregoing services will complement and leverage additional support provided by private foundations and other government sources, including the Senior Living Enhancement Program, Mental Health Counseling Services, Homeownership Program Services and Domestic Violence Prevention/Mediation Services as provided by Allegheny County Department of Human Services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to enter into an Intergovernmental Agreement with the Allegheny County Department of Human Services for Senior Living Enhancement Program, Mental Health Counseling Services, Homeownership Program Services and Domestic Violence Prevention/Mediation Services for an amount not to exceed \$2,575,000. The term of the contract will be three years with two optional one-year extensions; and

Section 2. The Intergovernmental Agreement authorized in Section 1 shall not exceed annually a total cost of \$515,000, to be paid from MTW funds; and

Section 3. The Intergovernmental Agreement authorized in Section 1 shall conform to the requirements of 24 CFR/ 2 CFR 200 85.37 [b] [5] governing the award of subgrantee agreements.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve and Leroy Morgan seconded the motion. After a discussion:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

"NAYS": None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 69 of 2018

A Resolution – Authorizing the Executive Director or his Designee to Advertise the 2019 Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Dates

WHEREAS, the regular Board of Commissioners meetings of the Housing Authority of the City of Pittsburgh (HACP) shall be held on the dates noted in Section 1 of this resolution; and

WHEREAS, the HACP Board of Commissioners meetings will be publicly advertised in two (2) newspapers of general circulation specifying the date, time and location of each meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director is hereby authorized and directed to publicly advertise in the *Pittsburgh Post Gazette, New Pittsburgh Courier* and any other newspaper that the Executive Director considers necessary for the following HACP Board of Commissioners meeting dates, times and location:

Thursday, January 24, 2019

Thursday, February 28, 2019

Thursday, March 28, 2019

Thursday, April 25, 2019

Thursday, May 23, 2019

Thursday, June 27, 2019

Thursday, July 25, 2019

NO BOARD MEETING IN AUGUST

Thursday, September 26, 2019

Thursday, October 24, 2019

NO BOARD MEETING IN NOVEMBER

Thursday, December 19, 2019

Section 2. All of the above meetings will be held at 10:30 a.m. at 200 Ross Street, 13th Floor, Wherrett Room, Pittsburgh, PA 15219 unless specified otherwise by public advertisement.

Peter Kaplan asked if the board was still comfortable with not having a board meeting in November 2019. Mr. Binion responded that if we plan accordingly this should be fine. However, if needed, we can always schedule a meeting.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve and Janet Evans seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Leroy Morgan
Janet Evans, Peter Kaplan and Enid Miller.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

There were no more resolutions.

EXECUTIVE REPORT: Mr. Binion thanked his staff for their hard work in 2018. He also thanked the board members and residents of the city of Pittsburgh that helped the housing authority to have a very successful year. As the Section 8 waiting list is open, we will probably get over 10,000 families applying for the program. However, for every 100 vouchers we give out, only 20% of the residents can find housing. The Housing Authority and the Board will continue aggressively to find innovative ways to provide affordable housing.

Mr. Binion next spoke about the reputation Pittsburgh housing has all over the country for doing great things and others want a piece of it and that why his CDO was poached at a convention because of that reputation. Darrell Davis is leaving HACP to straighten out the D.C. Housing Authority. Even though he worked here for only a short period of time, his impact will last for a long time.

Darrell Davis addressed the Board and said he has learned so much here in the past 18 months. He said

‘I have never worked with such a professional and hard working group of people in my career. One of the things that I had experienced is how tight knit a group the Executive Team is. We go into Monday morning meetings and we fight it out and disagree with each other and voices get raised and at the end of the day our leader makes a decision and we all fall in line. That is something I have not experienced anywhere else. So I want to thank each and every one of you on the Executive Team for your support. Sometimes the board fires questions at us at an unbelievable click, but it has made me look at the details more and has forced me to rethink some things and I certainly appreciate your involvement. I will miss each and every one of you. This was not an easy decision at all. And finally to my boss the Executive Director: your mentorship since I have been here has been absolutely amazing and I appreciate all the time you have spent with me. There may have been times where I have done something wrong and I have gotten a phone call at 8:00 pm at night and I’m thinking am I going to have a job tomorrow. But the next day he had forgotten all about it. The one thing, and I don’t want anyone to take this lightly, the one thing I have appreciated and learned while working here is the ability to make mistakes without retribution. We learned from those mistakes and that has allowed us to accomplish many things and allowed us to think outside the box, allowed us to fail and learn from our failures and ultimately succeed. So, Mr. Binion I truly thank you for that and I will never forget it. Thank you. At the end of the day you do what is best for your family’

Enid Miller said that Mr. Davis’ departure from HACP will be a real loss, but that we all wish him well in his new position.

Peter Kaplan echoed Ms. Miller’s thoughts and said that he appreciated ‘your being effective at public and community meetings and addressed the concerns of residents and community members and the reputation that became you i e was crucial to the work that we do. You will be much missed.

Valerie McDonald-Roberts said ‘thank you very much for your service. This is just another blip as far as how to proceed as far as development, particularly when the engine is running so smoothly. I understand and it is an opportunity for you and you have to look out for yourself and your family. I wish you well, you will be missed. Also appreciated all the technical skills you have provided. Once again this board was very - between the executive leadership and the staff, we were *confident and comfortable* and that is hard to achieve. Thank you.

If there is no new business.

NEW BUSINESS: There was no new business.

AJOURNMENT: The Chair asked for a motion to adjourn the meeting. Janet Evans made a motion to adjourn and Leroy Morgan seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Janet Evans.

“NAYS”: None

The Meeting was Adjourned. At 12:30 p.m.

Recording Secretary