

**PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL MEETING  
MINUTES  
NOVEMBER 5, 2015  
STATE CAPITOL BUILDING, ROOM 317  
SANTA FE, NEW MEXICO**

**Members Present:** Mr. David Abbey, LFC                      Ms. Jessica Gonzales, Office of the Governor  
                         Mr. Gilbert Peralta, PEC                      Mr. Paul Aguilar, PED  
                         Ms. Rachel Gudgel, LESC                      Mr. Pat McMurray, CID  
                         Dr. Tom Clifford, DFA                      Mr. Raul Burciaga, LCS  
                         Mr. Joe Guillen, NMSBA joined the meeting at 8:40

1. **Call to Order**—Chair Abbey called the meeting to order at 8:38 AM
  - a. **Approval of Agenda**— Mr. Guillen moved for approval of the agenda as presented. Mr. McMurray seconded. There being no objection, the motion carried.
  - b. **Correspondence**—Chair Abbey read a letter of appreciation from the Council addressed to Ms. Frances Maestas thanking her for her 30 years of service and support to our state.
2. **Approval of Consent Agenda**

Council clarified that the consent agenda requires minimal discussion and gives consent to adopt the motions.

  - a. **Approval of Minutes (October 5, 2015)**

Council approval of the October 5, 2015 PSCOC meeting with technical corrections as indicated by the Council.

Mr. Aguilar moved for Council approval of the October 5, 2015 minutes as listed. Mr. Peralta seconded. There being no objection, the motion passed.
  - b. **Deming – P14-008 Deming Intermediate School – Out Year Estimate Update**

**MOTION:** Mr. McMurray moved for Council approval of the staff recommendation to amend the estimated total project cost of the 2013-2014 standards-based award to the Deming Public Schools for Deming Intermediate School. At this time, approval is limited to an adjustment of the financial plan, with an increase to the out-of-cycle state share in the amount of \$3,295,487 (71%), and a corresponding increase to the out-of-cycle local share in the amount of \$1,346,044 (29%). Mr. Burciaga seconded. Motion carried.
  - c. **SSTB Certification – 2 motions**

Per Council agreement, this item was removed from the consent agenda to item 4H under the full agenda for additional discussion.
3. **PSCOC Financial Plan**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Ms. Irion provided a brief overview of the current financial plan. Based upon the last PSCOC meeting Council had a total net award of \$12,440,161 and noted Aldo Leopold Charter School crossed fiscal years, moving from FY16 to FY17. Ms. Irion also reviewed the six potential Council action projects to be presented in detail later as well as project estimate changes resulting in unfavorable changes. Ms. Irion reminded the Council that \$5 million was kept in for Broadband as well as out-year estimates, schedule changes and local match reductions to be presented. FY16 shows an estimated \$12.1 million uncommitted balance after changes have been reflected on the financial plan and out years for FY17, 18, 19 and 20 remain with favorable balances. A meeting is tentatively scheduled for November 19<sup>th</sup> with the Board of Finance to discuss the revenue project splits and certifications. PSFA will ensure adequate staff, including PSCOC staff are invited.

**4. Out-of-Cycle Funding/Additional Funding/Emergency Funding/Award Language Requests**

**a. Gallup – PSFA Report on the Status of Gallup Projects -- informational**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Ron Triplehorn, Facilities Director for Gallup McKinley County Schools, participated via teleconference. Mr. Rico Volpato referenced a letter from Mr. Triplehorn stating the district was not pursuing any waivers on projects that had previously come to the Council. Mr. Triplehorn said when reviewing the statement of financial position they found that pursuing waivers was not merited.

Dr. Clifford asked Mr. Triplehorn what was being done to improve the ranking with their maintenance program. Mr. Triplehorn replied the district is working closely with the PSFA Maintenance Department and has come up with a new system to address major and minor findings and are being proactive and ensuring those findings are taken care of. Chair Abbey inquired about future projects to which Mr. Triplehorn replied they would look at an addition at Red Rock for rooms noting when Lincoln ES is complete, and Roosevelt ES is closed, a small handful of students will filter in to Red Rock. Mr. Triplehorn also stated if Crownpoint HS could get some systems upgraded there would be no need to build a new school as that structure was very sound.

**b. Albuquerque – P14-001 – Marie Hughes ES – Phase 2 Funding**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Ms. Karen Alarid from Albuquerque Public Schools participated via teleconference. Mr. Volpato noted this was a Phase 2 funding request for a replacement facility at Marie Hughes ES. This is a two story building for 550 students K-5 with an overall gross square footage to adequacy of 68,750. Staff agrees with the projected 550 student enrollment and recommends reducing the award from 600 students to 550 and making those adjustments within their funding request. This is in alignment with master plan projections and is within budget with a state share of \$9,610,237 to complete the project. Dr. Clifford asked if the district agreed 550 students was a correct population figure to which Ms. Alarid agreed.

**MOTION:** Mr. Guillen moved for Council approval of the staff recommendation to amend the 2013-2014 standards-based award to the Albuquerque Public Schools for Marie Hughes

ES to include construction to adequacy for 550 students, grades K-5, with an increase in the state share amount of \$9,610,237 (55%), and a corresponding increase in the local share amount of \$7,862,905 (45%). Mr. Peralta seconded. Motion carried.

**c. Bernalillo – P13-002 – Santo Domingo ES/MS – Phase 2 Funding/Request for Advance of Local Share**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Allan Tapia, District Superintendent from Bernalillo Public Schools, Mr. Martin Montañño, Director of Operations, Mr. John Baber, Director of Finance, and Ms. Natalie Diaz, PSFA were in attendance. Mr. Volpato noted the district had previously presented to the Council in anticipation of needing an advance and upon reviewing options came up with a plan to minimize the amount of the advance which included breaking the project into two phases. The first phase would complete new construction and renovation of the existing building and to the 2005 addition as well as appropriate play areas. The second phase would include renovation to the gym, restrooms, storage space, main entry, HVAC and would include a walkway connecting the new gym and play fields. The district will go for a bond sale in September 2016 which would allow them to repay the advance. The project is slightly over budget.

Mr. Tapia reminded Council this has been a very long process whereby they were required to enter into a lease agreement with the Santo Domingo Pueblo establishing a 25 year lease renewable for an additional 25 years for a total of 50 years. They have also gone through the Ed Spec and design process and were given permission to submit an RFP for a general contractor who has recently been selected.

Mr. Abbey inquired as to what set the time frame for the bond sale for phase 2 funding to which Ms. Irion replied it was predicated upon them going for a 2017 bond election at which point they could go to New Mexico Finance Authority (“NMFA”) for an anticipation until the bonds were actually sold and the money is realized. Mr. Tapia reminded the Council they have the authorization and bonding capacity for the sale and when the sale happens they can repay the advance.

**MOTION:** Mr. Aguilar moved for Council approval of the staff recommendations to amend the 2012-2013 standards-based award to the Bernalillo Public Schools for Santo Domingo ES/MS, to include phases 1 and 2 of construction to adequacy for 375 students, grades K-8, with an increase in the state share amount of \$6,131,127 (42%). The corresponding increase in the locale share amount of \$8,466,799 (58%), is reduced by a PSCOC-funded local share advance in the amount of \$1,862,851, which shall be repaid by the district in September 2016. Mr. McMurray seconded. Motion carried.

**d. Gadsden – P08-003 – Gadsden HS – Phase 2 Funding**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Ralph Gallegos, Executive Director for Energy Construction and Management with the Gadsden School District was in attendance. Mr. Volpato noted this was

a Phase 2 funding request. The last portion of the project, the Old English Building, has been removed from this phase and will be bid at a later date due to delays in design. Mr. Gallegos reiterated it has been a long process to remodel the entire Gadsden HS with the first building having been built circa 1926-1927 and will be the last building touched due to having to go through historic preservation regulations and guidelines.

**MOTION:** Mr. McMurray moved for Council approval of the staff recommendation to Amend the 2007-2008 standards-based award to the Gadsden Independent Schools for Gadsden High School to include Phase 3, Part 3 construction to renovate the existing facilities to adequacy for 1,850 students, grades 9-12, with an increase in the state share amount of \$9,267,357 (87%), and a corresponding increase in the local share amount of \$1,384,777 (13%). Mr. Burciaga seconded. Motion carried.

**e. Mesa Vista – P14-018 – Ojo Caliente ES – Phase 2 Funding**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Volpato stated this is a Phase 2 funding request to include estimated costs associated with construction for one Pre-K classroom and bid lots for a district administration office which are both above adequacy. The administrative space pricing is separate so the district could look for alternative solutions to building at a later date should the Council not grant a waiver. The current admin space is being renovated into classroom space.

Ms. Irion reviewed the statement of financial position and noted the PED had reviewed the document, however it was determined revisions needed to be made to their bonding capacity and debt and to the authorization for their GO Bonds. The district is currently scheduled for their next bond election in 2019 and has demonstrated the need for the waiver as they will not have enough money to continue with the project. The total waiver amount is \$1.1 million of which the administration space is approximately \$441,000.

Following a discussion on the increase from \$260 to \$300 per square foot, Dr. Clifford stated he would like to see some analysis on construction cost increases and if it was a geographic or contractor issue. Mr. Guillen expressed concern with rising construction costs but felt it was nothing districts had control over and stated it was up to the Council to decide if an award is granted.

Dr. Clifford, Mr. Aguilar, Mr. Guillen and Mr. McMurray all shared concern over rising construction costs and Mr. McMurray felt it appropriate for PSFA hold a workshop and invite some architects and other firms involved in the education projects and determine what is driving the costs and see if there is something in the adequacy standards that we can work with and not compromise the project and build something that is going to last. Mr. Volpato noted that Mr. Ed Avila, PSFA Central Coordinator, attends early design meetings throughout the state and focuses on looking at standards and reviewing designs for constructability, selection of material and ensuring cost effectiveness on the projects.

Per Ms. Irion, the district has a current and projected assessed valuation of \$78 million. They will have \$4.6 million available to them in their next bond election, scheduled in 2019. The

district has outstanding debt of \$4.4 million. This month they are selling bonds for \$1,785,000 and had a resolution for an additional \$700,000. Based upon that information, at the end of FY16 Q4 they are projected to have \$2.8 million of total net revenue stream which includes their total amount for Ojo Caliente ES, the district administration office and the adequacy dollar amounts.

Mr. Leo Valdez, the district's financial advisor, introduced himself and stated the school was at 95% capacity and they have bonds selling in February 2017 of \$805,000. They recently obtained an approval from NMFA for a bond anticipation of \$700,000. He noted that in 2018 the district will have about \$522,000 in bond capacity. Their next availability to pay off an advance would be in 2020.

Mr. Valdez stated he had contacted Northern New Mexico College as they had closed down the El Rito campus and inquired if they could move in and lease the building. The initial costs to move were \$25,000 with annual payments of \$20,000 to lease the building. The building, built in the early 1900s, is outdated and not energy efficient and would need approximately \$900,000 in renovation costs versus \$441,000 to build an admin building.

**MOTION:** Mr. Aguilar moved for Council approval of the staff recommendation to amend the 2013-2014 standards-based award to the Mesa Vista Consolidated Schools for Ojo Caliente ES to include construction to adequacy for 135 students, grades K-8, with an increase in the state share amount of \$3,909,137 (46%), partial waiver of the local share in the amount of \$666,987, for a total adjusted state share of \$4,576,124. The corresponding increase to the local share of \$4,588,987 (54%) shall be reduced by the waiver amount to an adjusted local share of \$3,922,000. A local share advance in the amount of \$440,910 is awarded and shall be repaid by 2021, subject to a successful bond election. Mr. Guillen seconded. Motion carried.

**f. NMSBVI – P13-016 – Health Services & Jack Hall – Phase 2 Funding Revised**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Volpato noted this is the third time NMSBVI has been brought to the Council. The PSCOC has previously awarded the project with a state share of \$453,857 and a district share of \$755,941. The appropriation was for the full amount of the project budget and the Council had directed staff and NMSBVI to maximize that amount which is why it was not split at the 50/50 percentage match special schools are set at. However, the certification was not completed correctly and was brought back at the last Council meeting to note the adjustment. Upon adjustment they did not have Council participate in the 50% match of \$614,898. The entire amount was moved to the district to pay the non-certified district share. This request is an attempt to correct that to the 50/50 split and have the appropriate funding match. Excluding the appropriation, the district will be required to pay \$279,891 instead of \$440,933. Overall, this is a reduction of the district's responsibility for the \$161,042. Dr. Clifford asked if this adjustment was presented in the financial plan to which Ms. Irion replied written notification had not yet been received to adjust the advance award and was pending upon motion acceptance before it was adjusted.

Following discussion that the certification period for the appropriation had expired Dr. Clifford asked if the original certification needed to be amended to which Ms. Irion stated motions had been amended in the last meeting to reflect what was going to occur.

**MOTION:** Mr. Peralta moved for Council approval of the staff recommendation to amend the 2012-2013 standards-based award to the NM School for the Blind and Visually Impaired for Health Services and Jack Hall to adjust the state and local match shares, with an increased state share of \$161,042 for a total state share of \$614,899 (50%), and corresponding reduction of local share of \$161,042 for a total local share of \$614,899 (50%). The previously awarded local share advance \$440,933 has been declined by the district, who will accommodate the full amount of their share. Mr. Burciaga seconded. Motion carried.

**g. Roswell – P14-023 – Parkview Early Literacy – Phase 2 Funding**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Mac Rogers from the district was in attendance. Mr. Volpato noted this was a Phase 2 funding request and that the project came in slightly over budget. Mr. Volpato reminded the Council the school district could have built a much larger facility based upon the educational specifications but were able to reduce costs substantially by building within the current footprint.

Mr. Rogers noted that the district was the first Council participatory Pre-K DD facility in the state and hoped lessons learned in the facility would help advance Pre-K facilities across New Mexico. The district went through the Ed Spec process for this project which established lofty goals for children with different needs. The building committee and design team worked hard to meet those goals and are confident that they succeeded. This project is being funded with June 2015 bonds in addition to a PED grant for two normally developing classrooms which are above adequacy and will be completed within a 475 day construction time frame. The district pushed to renovate existing classroom spaces but after reviewing the program needs and through careful evaluation of the structure it was determined all classroom spaces would need to be built new with the multi-purpose room the only space to be renovated.

Dr. Clifford noted current enrollment was 275 yet design capacity was 350. Mr. Rogers replied there was more fluctuation with this population as they are required to accept three year olds until May. In addition, the maximum number of children allowed in each developmentally delayed classroom is twelve and if there is a medically fragile student in the classroom that maximum was reduced to nine.

**MOTION:** Mr. McMurray moved for Council approval of the staff recommendation to amend the 2013-2014 standards-based award to the Roswell Independent Schools for Parkview Early Literacy to include funding for construction to adequacy for 350 3&4-year-old DD students, with an increase in the state share amount of \$9,074,699 (72%), and a corresponding increase in the local share amount of \$3,529,049 (28%). Mr. Guillen seconded. Motion carried.

**h. SSTB Certification – 2 motions**

**Discussion:** Ms. Denise Irion stated there were two certifications for Council consideration, a SSTB certification for an impending sale by the Board of Finance in December and an adjustment to HB55.

Ms. Irion presented for review the FY16 fall certification worksheet noting the next six months of projects as detailed in the project awards schedule. Projects not identified with existing bonds or long term debt have been included for consideration. PSFA is currently estimating a sale at \$77,350,000 for five projects that did not have previous funding identified, and has incorporated a contingency reserve of \$10.4 million. Appropriations not originally included in the certification totaled \$1 million for New Mexico Pre-K and \$4 million for school busses. PSFA is also certifying the \$5.4 million remaining in the contingency reserve from last fiscal year which brings forth a total certification amount of anticipated needs of \$87,177,143.

Dr. Clifford inquired about the 2014-2015 contingency reserve carry forward to which Ms. Irion replied it was the amount remaining from the contingency reserve from the financial plan that was carried forward to this current year and was not included in any previous certifications. It is being added as a contingency amount should there be any project cost overruns or emergency awards.

Ms. Irion then moved to the certification of HB55 Appropriations noting it was only for Ditzler Auditorium. There is a potential motion to adopt the resolution notification and certification amendment for HB55 Appropriations to NMSBVI in the amount of \$4,013,117. In total HB55 had appropriated \$8,255,419 to NMSBVI. During the September 3<sup>rd</sup> PSCOC meeting the Council approved a certification in the amount of \$103,876 for Ditzler. Based on HB55 language unexpended proceeds from previous bond series must be identified to fund this project, therefore because Ditzler Auditorium had \$103,876 previously certified for Phase 1, we are capturing the remaining amount of anticipated project costs at \$307,823 and also the construction cost for Phase 2 at \$3,705,294 to bring this total certification for the amount that was appropriated by HB55 for Ditzler Auditorium in the amount to \$4,013,117 for Council consideration. Ms. Irion asked that the record reflect the project identified as unexpended proceeds is Project Number P12-006 for Espanola Velarde Elementary School and has been pushed out to FY19 in the financial plan. Bond Series SSTB 14SD001 has been identified as the revenue source for Ditzler Auditorium.

**MOTION:** Dr. Clifford moved for Council approval of the staff recommendation to adopt the Certification and Resolution to sell SSTB's subject to review by Secretary Clifford and Chair Abbey verifying the amounts, and adopt the Resolution, Notification, and Certification Amendment for HB55 Appropriations to New Mexico School for the Blind and Visually Impaired (NMSBVI) in the amount of \$4,013,177. Mr. Abbey seconded. Motion carried.

**5. Other Business**

**a. 2015-2016 Facility Master Plan Awards**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**MOTION:** Mr. Guillen moved for Council approval of the staff recommendations to make 2015-2016 Facilities Master Plan awards to the districts/state charters and up to the amounts specified in the spreadsheet. These amounts represent the state share portion of the estimated cost to develop a new or updated facility master plan at each of these districts/state charters to the PSFA guidelines and require a corresponding district match as set forth in the current state/local match formula unless otherwise waived as indicated. Mr. Peralta seconded. Motion carried.

**b. Broadband Deficiencies Correction Program Status Report**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Mr. Abbey clarified the motion reads for approval to spend an additional \$5 million above the previous authorization, giving total spending authority of \$12 million. Ms. Karp noted that \$10 million was allocated/budgeted in June, \$2.5 million was authorized for expenditure in June and another \$1.5 million was authorized in July. The remaining available budget of \$6 million needs Council authorization for expenditure. Mr. Guillen clarified Council would be authorizing future expenditures with projects coming before the Council on an individual basis for approval, to which Ms. Karp replied in the affirmative.

Mr. Ovidiu Viorica noted funding would be used for the state's required 10% match to the FCC e-rate funding for Category 1 fiber projects. Funds would also be used to cover the non-discounted portion share of Category 2 projects which include equipment upgrades within the schools. Mr. Viorica stated PED is the state coordinator for e-rate and is leading the development of a consortium to leverage e-rate dollars and reduce costs in Category 1 and Category 2. PSFA is encouraging K-12 public schools to take advantage of e-rate discount opportunities by joining an e-rate consortium and participating in the broadband program. The broadband program has been successful in finalizing state-wide on-site network assessments for schools. As a result PSFA has a complete list of equipment that needs replacement and urges the state to invest and maintain this valuable information. Based on studies, 98% of schools need a fiber connection in order to meet the requirement of 1 MB per student. There are approximately 45 fiber construction projects.

Ms. Karp noted broadband performance monitoring is a high priority as many public schools don't typically have tools to verify how reliable their current internet connection is; this is true for about 40% of the schools within the state. Once the program corrects existing deficiencies it will need to be maintained. The HP technical teams estimate we are \$120 million short after e-rate funding. PSFA is currently working to develop e-rate Category 2 standards for equipment purchases through the RFP process.

Since PED is the e-rate leader for the State of New Mexico and there are tremendous opportunities for savings through the FCC's e-rate program, PED and DoIt are working on a related sustainability plan. This avenue allows for both purchasing and competitive pricing.



With proper resources, PED has the ability to coordinate all of the purchases that make broadband affordable. Network monitoring and support services are key to sustaining a reliable broadband connection for teachers and students. HP found New Mexico public schools appear to report being short by half of the FTE resources that are needed every year. PED manages the network equipment refresh and must stay within the e-rate \$150 limitation per student over 5 years.

Since fiber is the first piece and is what gets the highest match from e-rate as projects are brought forward priority must be placed on getting fiber to those schools first in order to maximize e-rate opportunities. Following a discussion on other sources of available funding, PSFA stated they have been in conversation with the US Department of Agriculture (“USDA”) who has grants and zero interest loans available for rural districts with regards to broadband projects. PSFA will share the list of all the projects with the USDA and find out if there are any opportunities for funding for these projects on either the state or district side. PSFA also talked to private entities such as New Mexico Gas Company who is interested for locations where this is feasible to actually share the cost to install gas lines wherever fiber is installed.

The national firm, Education Superhighway, is self-funded and has been providing engineers and assessors to work with the districts, talk with the providers and help us assemble potential projects so we are not paying for them. Their website indicates they have funding resources available and may be able to chip in to make this work.

Dr. Clifford inquired as to how the costs estimates were developed to which Mr. Viorica replied they were modeled by the contractor who developed the broadband model. Unfortunately PSFA did not receive information on what it would cost to install fiber to the schools and not all providers volunteered that information as they felt it is proprietary and would respond only to a formal request for proposal.

**MOTION:** Council has previously allocated \$10 million for the BDCP in FY15, and authorized expenditures up to \$4 million.

Staff is requesting authorization to expend the remaining \$6 million of the FY15 allocation. Additionally, staff is requesting authorization of an FY16 budget of \$5 million for expenditure. The combined authorization is subject to Council approval of BDCP projects.

**AMENDED MOTION:** Mr. Guillen moved for Council to authorize the remaining \$6 million of FY15 allocation for broadband deficiencies and additionally authorize \$5 million of the FY16 available appropriation. The combined authorization is subject to Council approval of Broadband Correction projects. Ms. Gonzales seconded. Motion carried.

## **6. Informational Items**

### **a. FY16 PSFA Budget Projection & Personnel Update**

Staff presented the executive summary included in the PSCOC notebooks for this item.

**Discussion:** Ms. Cano introduced new staff stating Ms. Jeri Birge was the new Administrative Assistant replacing Ms. Archuleta who had retired from the Agency and Mr. Greg Abrams was

the new HR and Training Manager and replaced Selena Romero who transferred to the State Land Office.

### b. PSCOC Project Status Report

Staff presented the executive summary included in the PSCOC notebooks for this item.

*This is an informational item.*

### c. Master Plan Project Status Report

Staff presented the executive summary included in the PSCOC notebooks for this item.

*This is an informational item.*

#### **d. Lease Assistance Status Report**

Staff presented the executive summary included in the PSCOC notebooks for this item.

*This is an informational item.*

### e. Maintenance Program Status Report

Staff presented the executive summary included in the PSCOC notebooks for this item.

*This is an informational item.*

**f. 2016-2017 Proposed Work Plan/Timeline**

Ms. Cano drew the Council's attention to the next scheduled meeting on Monday, December 14. Staff has sent out an invitation to the Awards Subcommittee to review the system initiative scenarios we are preparing along with the adoption of the application and the formal rules to be promulgated by the Council. After additional review it may need to be reviewed by the AMS Subcommittee. Mr. Gorrell stated Mr. Guillen had requested some potential projects and noted it would be appropriate for the Awards Subcommittee to hear. Mr. Abbey stated there would be an AMS meeting first then material would be presented to the PSCOC. Following Council review it would be sent back to AMS to respond to the Council feedback. Mr. Abbey confirmed there would be an AMS meeting on December 3.

## 7. Public Comment

Mr. Aguilar reminded everyone Veteran's Day was approaching and thanked all veterans for their service.

Mr. Guillen read an invitation from the Espanola Board of Education Superintendents inviting everyone to a farewell ceremony on Saturday, November 7<sup>th</sup> for the old Espanola High School that will be demolished.

## 8. Adjourn

There being no further business to come before the Council, Mr. Aguilar moved to adjourn the meeting. Mr. McMurray seconded. Motion carried. Meeting adjourned at 11:50 AM.

Sheryl Allen Chair  
12/14/15 Date