**MINUTES FOR THE MAY 26, 2026**
**REGULAR MEETING OF THE SSJID BOARD OF DIRECTORS**

The Board of Directors of the South San Joaquin Irrigation District (SSJID) met in person in regular session in the District Boardroom at 9:00 a.m., with public access provided via the online Zoom meeting platform. President Spyksma called the meeting to order. Director Roos led the flag salute. Upon roll call the following members were noted present:

| | |
|---|---|
| DIRECTORS: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| ABSENT: | NONE |

Also present were General Counsel Mia Brown; Engineering Department Manager Forrest Killingsworth; and Clerk of the Board Danielle Barney.

**Public Comment** – None

**CONSENT CALENDAR**

A. Approval of Checks in the amount of $95,656.30; Accounts Payable Wires in the amount of $1,900,002.55; and Payroll dated May 15, 2026 in the amount of $310,520.43.

B. Approval of the Regular Board Meeting Minutes of May 12, 2026

C. Financial Report through April 30, 2026

D. Investment Report through April 30, 2026

**MOTION:** A motion was made by Director Van Ryn and seconded by Director Weststeyn to approve the Consent Calendar as submitted.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**COMMUNICATIONS**

**Item #1 – Directors' Reports**

Director Holbrook reported that he attended the Association of California Water Agencies (ACWA) 2026 Spring Conference, from May 5-7, 2026, in Sacramento, which included attendance at the ACWA/Joint Powers Insurance Authority (JPIA) Board meeting on May 4. He noted the JPIA H.R. LaBounty Safety Awards Program, which recognizes water industry employees who implement significant safety improvements to prevent occupational injuries and illnesses, and suggested SSJID submit a nomination for implementation of vacuum-truck usage in the District's pipelines. Additional JPIA highlights included discussions on the California Water Insurance Fund; California Senate Bill (SB) 1001 – California Office of Emergency Services (Cal OES) issuing Personal Identity Verification; and status of the JPIA new building construction.

Director Holbrook reported that he attended the California Special District Association (CSDA) Special District Leadership Academy (SDLA) Conference, from May 11-14, 2026, in San Diego. He completed the program and received the 2026 SDLA Certificate, on behalf of the Tri-Dam Project. Director Holbrook mentioned that

the SDLA Conferences are offered three (3) times a year throughout California, and the District should send Board Members to an SDLA Conference to receive credit(s) applied towards its insurance rates. He also completed his SB 827 – Fiscal and Financial Training, which is a statutorily required training to be completed by January 1, 2028 for any member of a local agency legislative body or any elected officer of a local agency.

Director Holbrook referenced the Managers' Reports, for May 26, 2026, and made comments to the following:

- SSJID Electric Utility Manager Bill Schwandt: Noted the increased energy production at the Robert O. Schulz Solar Farm; and receipt of the 2024 Solar Farm Investment Tax Credit of $800,724.87.
- Water Treatment Plant (WTP) Manager Justin Ashworth: Noted the positive report of the recent Environmental Laboratory Accreditation Program (ELAP) audit inspection conducted at the WTP lab and paraphrased the auditor's comments that the positive inspection "…reflects a commitment to continuous improvement of the quality system. Lab staff are commended for these efforts."
- SSJID Irrigation Operations Manager Barron Sweet: Noted the quick resolution to the items listed for correction, in the shop, from the California Occupational Safety and Health Administration (CalOSHA).
- SSJID Engineering Department Manager Forrest Killingsworth: Confirmed the Canyon Tunnel "Office Hours" meeting, on May 27 at 12:00 p.m., at Knights Ferry; and the Canyon Tunnel "Site Visit" and "Provost & Pritchard" meetings on May 28 commencing at 1:00 p.m.

Director Van Ryn thanked the Division Managers and staff for their hard work.

Director Weststeyn thanked all for their diligence and service to the District; and expressed appreciation for the recent Magnacide application, clear water, and easy flows.

Director Weststeyn reported that he attended the following:

- May 15 – East Bay Municipal Utilities District (EBMUD) 31st Annual Pardee BBQ: Good food and networking among peers.
- May 21 – TriDam Annual Board Meeting in Strawberry: Partook in the tour of Donnells Dam, and commented on the District's history and awesome undertaking of building the three dams of the TriDam Project, namely the Donnells, Beardsley, and Tulloch Dams. He thanked TriDam staff for hosting their annual meeting and tour.

Director Roos noted the recent Memorial Day Holiday and expressed heartfelt thanks to all veterans that have served our Country.

Director Roos reported that he attended the TriDam Board meeting on May 21, participated in the Donnells Dam tour, and stated that the dam structure was completed in two (2) years.

President Spyksma reported that he attended the EBMUD 31st Annual Pardee BBQ on May 15.

President Spyksma referenced the WTP Manager's Report, dated May 26, and requested clarification on the recent force majeure event noted. WTP Operations Manager Charles Galea responded that force majeure letters are received, occasionally, due to supply chain issues. The recent incident was due to a supply shortage of carbon dioxide ($CO_2$) which then initiated a temporary release from the Agreement between SSJID and the supplier so that the District can procure the product elsewhere. Mr. Galea added that staff is considering alternative chemicals producing similar effects (e.g. sodium hydroxide).

President Spyksma reiterated Director Holbrook's suggestion that the District submit a nomination application for the JPIA H.R. LaBounty Safety Awards Program, and added that it would be nice for SSJID to be recognized

for its safety procedures implemented, and strides taken to ensure a safe and cohesive work environment. He also suggested to create a list of the recently corrected CalOSHA violations, and hang them on the wall as a "friendly reminder."

President Spyksma thanked all employees for their hard work, and commended the irrigation crews for their commitment to deliver water especially during the recent inconsistent weather patterns.

**Item #2 – Various Reports**

***The Managers' Reports, for May 26, 2026, were provided in electronic form to the Board on May 22, 2026.***

Mr. Killingsworth reported on a fire that occurred on May 21 near Woodward Reservoir downstream from the Frankenheimer Power Plant. He stated that the District owns property adjacent to the area where the fire originated, and that the District's property was burned, but that Frankenheimer did not sustain damage and/or experience any issues resulting from the incident. Mr. Killingsworth noted the fast response times of the local fire crews, and thanked the emergency response teams for their service.

Mr. Killingsworth reported on work being done by the District's Maintenance crews, at Shell Road, near the Canyon Tunnel Project. He stated that the completed project will enhance traffic flow, and the scope of work includes drainage and road shoulder improvements. Mr. Killingsworth commended SSJID crews for the quality of their work product which highlighted their skills and abilities to do this kind of work in-house, and thanked them for their efforts.

**ACTION CALENDAR**

**Item #3 – Presentation by Ripon Consolidated Fire District Regarding Rate Setting Efforts**

Eric DeHart, Fire Chief of the Ripon Consolidated Fire District (RCFD), addressed the Board regarding the proposed RCFD benefit assessment in the November 2026 election. He gave a PowerPoint presentation and explanations detailing RCFD's current staffing levels; increased calls for service ranging from years 2013 to 2025; graph comparison of call and concurrent calls ranging from years 2013 to 2025; 2025 incident statistics; revenue sources; the mere 5.6% of Special District taxes currently allotted to RCFD; the last special assessment approved in 1985; justifications for a new engine; and the seven (7) SSJID parcels affected by the proposed assessment and total assessment amount of $419.95. In conclusion, Chief DeHart implored constituents to be well informed and to vote with their "head and heart" on this important issue. He announced an upcoming Town Hall meeting, on June 2, and thanked the Board for their time and consideration.

The Board inquired about the cost to run the ambulatory service, to which Chief DeHart responded that the ambulance expense is covered in the Capital Funding budget, and that the proposed assessment would cover medical supplies and ambulance personnel. He added that the two (2) proposed ambulance personnel would also double as two (2) additional firefighters which would be a cost benefit to the RCFD service areas.

**Item #4 – Consider Approval of the Tracy Booster Station Motor Rebuild Project**

Mr. Galea addressed the Board regarding approval of the quote from Mar Tech, for $31,544.90, to rebuild the motor on Pump #1 at the Tracy Booster Station; and increase the Capital Budget by $25,000.00 to cover all costs associated with the repair.

Mr. Galea explained that the Tracy Booster Station is used to boost line pressure from the SSJID WTP transmission line into the City of Tracy's (City) reservoirs downstream, then pumped into the City's distribution

system. He stated that maintaining the three (3) pumps at this station is critical to ensure that the City's water demands are met year-round. Mr. Galea further explained that during planned maintenance, staff removed the Pump #1 motor and sent it to Industrial Electrical (Industrial) for inspection and rebuilding. The inspection determined that the rotor was damaged and needed replacement, which added unexpected costs to the overall repair. Staff requested quotes from three (3) reputable pump and motor companies for the repair.

Mar Tech came in as the lowest bidder for a total of $31,544.90, which would require an increase to the Capital Budget of $25,000.00 to cover the costs of the repair. He added that the lead time for repairs is anticipated to be 16-24 weeks; the capital budget increase amount is contingent on additional costs for possible tariffs; and the City has agreed to pay/reimburse the District for the repairs.

The Board inquired how the motor sustained damage, to which Mr. Galea responded that the motor was the original 21-year old motor and delamination had occurred on the inside, though the motor was still running normal.

**MOTION:** A motion was made by Director Holbrook and seconded by Director Roos to approve the quote from Mar Tech for $31,544.90 to rebuild the motor on Pump #1 at the Tracy Booster Station, and increase the Capital Budget by $25,000.00 to cover all costs associated with the repair.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Item #5 – Consider Approval of Public Hearing to Adopt the 2025 Urban Water Management Plan Update; and Set the Public Hearing Date for June 23, 2026**

Mr. Galea addressed the Board and explained that the urban water suppliers are required to update and adopt an Urban Water Management Plan (UWMP) by July 1, 2026 and submit the document to the California Department of Water Resources (DWR). He further explained that the UWMP contains information provided to SSJID's municipal customers to be used in future water supply planning.

Mr. Galea cited the required steps in the UWMP adoption process to enable public review and participation. In addition, SSJID must formally notify each City and County in which the District supplies water, and must hold a public hearing considering all public comments prior to adopting the UWMP. A Notice of Public Hearing to Adopt a UWMP shall be published twice in a local newspaper with the first publication being at least 2-weeks prior to the public hearing date. The District's Draft Notice of Public Hearing indicates that the Draft 2025 UWMP will be available on SSJID's website no later than Tuesday, June 9.

Following approval of the Notice of Public Hearing, staff will send San Joaquin County and the Cities of Escalon, Lathrop Manteca, and Tracy a Notice of Intent (NOI) to adopt the 2025 UWMP, the date and time of the public hearing, and their ability to provide comments. A legal notice will also be placed in the Manteca Bulletin detailing the Notice of Public Hearing, as required by law.

**MOTION:** A motion was made by Director Weststeyn and seconded by Director Van Ryn to adopt the 2025 Urban Water Management Plan, and set the Public Hearing date for June 23, 2026.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Item #6 – Consider Adoption of Resolution No. 26-15-W Approving a California Environmental Quality Act Notice of Exemption for French Camp Outlet Canal Tree Removal Project**

SSJID Senior Engineer Chad Parsons addressed the Board regarding approval of the French Camp Outlet Canal (FCOC) Tree Removal Project (Project), and adoption of Resolution 26-15-W Approving the California Environmental Quality Act (CEQA) Notice of Exemption (NOE). He added the SSJID Assistant Engineer Kent Norman has done an exceptional job leading the preparational efforts of the Project.

Mr. Parsons provided details of the Project including size, and scope to remove and flush cut approximately 49 volunteer trees along the FCOC in three (3) different locations: south of Yosemite Avenue, south of French Camp Road, and north of French Camp Road. It was noted that the Project will not change the existing operations of the FCOC or expand the use of the drainage facilities.

Staff evaluated the proposed Project and identified that the Project may be determined as categorically exempt from CEQA. Ms. Mia Brown, SSJID General Counsel, added that the District was filing the NOE as a precautionary measure due to the large number of trees/vegetation being removed.

San Joaquin County will require an Administrative Fee of $50.00 to file the CEQA NOE, and adequate funds have been included in the SSJID approved 2026 budget.

Board discussion included removal versus cutting/killing of the tree stumps.

**MOTION:** A motion was made by Director Weststeyn and seconded by Director Holbrook to adopt Resolution No. 26-15-W Approval of the French Camp Outlet Canal Tree Removal Maintenance Project and Finding that the Project is Categorically Exempt from the California Environmental Quality Act.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICT**
**RESOLUTION NO. 26-15-W**

**APPROVAL OF THE FRENCH CAMP OUTLET CANAL**
**TREE REMOVAL MAINTENANCE PROJECT**
**AND FINDING THAT THE PROJECT IS CATEGORICALLY EXEMPT FROM THE**
**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, the South San Joaquin Irrigation District ("SSJID" or "District") is a California irrigation district operating under and by virtue of Division 11 of the California Water Code; and

**WHEREAS,** SSJID owns and operates a man-made drainage and water conveyance facility known as the French Camp Outlet Canal ("FCOC"); and

**WHEREAS**, SSJID intends to perform maintenance on the FCOC to remove trees and vegetation obstructing and encroaching upon the facility (the proposed "Project"); and

**WHEREAS**, the proposed Project would consist of maintenance on existing water conveyance infrastructure

and no new construction would take place; and

**WHEREAS**, the proposed Project is categorically exempt from California Environmental Quality Act ("CEQA") because it consists of maintenance of existing facilities and will not change the operation of, or expand the use of said facilities, consistent with CEQA Guidelines (14 Cal. Code Regs. §15301); and

**WHEREAS**, the French Camp Outlet Canal is located in San Joaquin County; and

**NOW THEREFORE, BE IT RESOLVED**, that this Board of Directors:

1. Finds the foregoing recitals are true and correct.

2. Approves the proposed Project.

3. Finds that the proposed Project is categorically exempt as a Class 1 exemption under CEQA pursuant to 14 Cal. Code Regs. §15301, as it consists of maintenance of an existing public facility and there will be no change in operation or expansion of said facility.

4. Directs staff to file a Notice of Exemption at the Clerk's Office (or other authorized place) of San Joaquin County and in the manner prescribed by the CEQA.

**PASSED AND ADOPTED** this 26th day of May 2026 by the following vote:

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| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Item #7 – Consider Award of Contract for the French Camp Outlet Canal Tree Removal Maintenance Project to Elite Maintenance & Tree Service**

Mr. Parsons addressed the Board regarding award of contract for the FCOC Tree Removal Maintenance Project (Project) to Elite Maintenance & Tree Service (Elite) in the amount of $85,920.00, and recapped the Project location and scope of work.

Staff solicited bids from multiple contractors with received bid pricing ranging from $85,920.00 to $163,365.00. It was recommended that the Board authorize the General Manager to approve additional work on a time and materials basis, not to exceed $8,500.00, should the removal of additional trees be deemed necessary. The approved SSJID 2026 Detailed Maintenance Expense Budget includes $150,000.00 for tree trimming throughout the District.

**MOTION:** A motion was made by Director Weststeyn and seconded by Director Van Ryn to award the contract for the FCOC Tree Removal Maintenance Project to Elite Maintenance & Tree Service in the amount of $85,920.00; and authorize the General Manager to approve up to $8,500.00 in additional work, if determined necessary.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |

NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

**Item #8 – Presentation of the 2025/2026 Irrigation CIP, Construction, and Maintenance Project**

Mr. Parsons addressed the Board and provided a recap of operations, construction, and maintenance projects completed by the District's Maintenance, Irrigation, and SCADA crews in the 2025/2026 winter season. The maintenance season ran from October 8, 2025 to March 9, 2026, for a total of eighty-one (81) working days. The Construction/Maintenance and SCADA departments performed 31,919 manhours during the period, with 15,477 manhours on budgeted Capital Improvement Projects (CIP) and 15,442 on general irrigation system and stormwater maintenance and repairs.

The District continued its seasonal labor program employing six (6) temporary workers totaling ~3,500 man hours. A daily production tracking system was used to monitor productivity, costs, and quantities. Mr. Parsons provided detailed explanations of the scope of work, budget, and expenses for each project category consisting of Stormwater Operations, Monitoring and Repairs; General Maintenance; and Construction. He highlighted the Spray Cast Pipelining projects which completed 16,500 lineal feet (LF) sprayed at $84.13/LF. Staff is planning to exceed this amount in 2027 and approach the 21,000 LF annual target set forth in the Water Master Plan (WMP).

Key achievements noted, and/or comparisons from the 2024-2025 construction season, included the record production volume; 5,025 LF production increase; 30-percent (30%) improvement in productivity; 9-percent (9%) reduction in cost per LF; and the first year of implementation of the detailed 50-Year Pipelining Plan.

The 2025-2026 season represents the fourth year of implementing the District's 2022 WMP, with continued emphasis placed on improving efficiency, tracking production, and refining coordination between Engineering, Operations, and Finance.

Board discussion included plans to enhance productivity in the 2026-2027 maintenance season; early notification to landowners of the upcoming K-lines Project; status of the District's Tb lines; status of the District purchasing a vacuum truck; versatile uses of a District-owned vacuum truck; and the District's commitment to serve its customers.

**Item #9 – Consider Adoption of Resolution No. 26-16-P Disposition of Well and Easement Located Upon APN 204-100-010**

Ms. Brown addressed the Board regarding termination of easement and transfer of well by authorizing the execution and recordation of a quitclaim deed for the District well and easement upon Assessor Parcel Number (APN) 204-100-010 (Property); and authorizing District staff to do all things necessary and proper to complete said transaction.

Ms. Brown provided details of D.R. Horton BAY, Inc.'s (DRHB) plans for a future residential development within the City of Manteca (Development), which will require DRHB to acquire a ±79-acre parcel of real property (APN 204-100-010). She explained that the Property contains a District-owned well and corresponding easement, which was granted to the District by a recorded Pumping Plant Right of Way Agreement (Agreement) on March 24, 1930. Said Agreement stated that should SSJID remove the pumping plant, the easement and all other rights granted shall cease. Ms. Brown noted that the District removed the pumping plant years ago, the well casing is still intact, and SSJID has no intention or future operational need to utilize the well.

DRHB has requested that SSJID terminate the easement. Staff recommended formally terminating the easement and transferring ownership of the well by way of a quitclaim deed. Ms. Brown stated that the proposed transaction was confirmed to be exempt from the Surplus Lands Act and further review/approval from the Housing and Community Development.

The Board inquired about the abandoned well, to which Ms. Brown responded that the well abandonment will be the sole responsibility of the new owner.

Board discussion noted a correction be made to page 1, paragraph 5. Language shall be revised to read, "….California Department of Housing and Community Development *that* disposition of the Well and Easement…"

**MOTION:** A motion was made by Director Holbrook and seconded by Director Roos to adopt Resolution No. 26-16-P Authorizing Quitclaim of Well and Easement, as amended.

**SOUTH SAN JOAQUIN IRRIGATION DISTRICTG**
**RESOLUTION NO. 26-16-P**

**A RESOLUTION OF THE**
**BOARD OF DIRECTORS OF SOUTH SAN JOAQUIN IRRIGATION DISTRICT**
**AUTHORIZING QUITCLAIM OF WELL AND EASEMENT**

**WHEREAS**, the South San Joaquin Irrigation District ("District") was granted an easement to install a groundwater well upon a parcel of real property identified by San Joaquin County Assessor's Parcel No. 204-100-010 by a Pumping Plant Right of Way Agreement dated May 24, 1930, recorded April 15, 1930 in San Joaquin County Book of Official Records Volume 309, page 488 ("Agreement"); and

**WHEREAS,** the Agreement provides that in the event the pumping plant is removed, the Agreement shall terminate; and

**WHEREAS,** the pumping plant has been removed and the corresponding underlying well associated with the pumping plant ("Well") is no longer needed by the District, and therefore, the corresponding right of way ("Easement") is also no longer needed; and

**WHEREAS,** the Surplus Land Act (Government Code section 54220 et seq.) generally governs the sale of surplus land; and

**WHEREAS,** the District received written confirmation dated May 20, 2026 from the California Department of Housing and Community Development that disposition of the Well and Easement by quitclaim to the underlying landowner is not a transaction subject to the Surplus Lands Act or further HCD review.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the South San Joaquin Irrigation District that:

1. The foregoing Recitals are true, correct, and incorporated herein.

2. The Well is no longer in use and no longer needed by the District, and there is no longer a use for the corresponding Easement therefor.

3. The disposition of the Well and Easement are not subject to the pre-disposition procedural requirements for surplus property or "exempt surplus property" under the Surplus Lands Act, as confirmed in writing by the California Department of Housing and Community and Development.

4. District staff are hereby authorized and directed to do all things necessary and proper to effectuate the quitclaim of the Well and Easement unto the owner of record of the underlying real property subject to the Agreement referenced herein.

**PASSED AND ADOPTED** by the South San Joaquin Board of Directors at a regular meeting of said Board held on the 26th of May, by the following roll call vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Items #10 and #11 to be Discussed Following Closed Session**

***It was announced that all remaining items on the Closed Session agenda would be discussed. The Board took a brief recess at 10:20 a.m. and convened to Closed Session at 10:30 a.m.***

**Item #12 – CLOSED SESSION**

**RETURN TO OPEN SESSION**

***The Board returned to Open Session at 12:35 p.m.***

**Item #13 – ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

Disclosure of reportable actions taken in Closed Session, pursuant to Government Code Section 54957.1: There were no reportable actions taken in Closed Session.

**Item #10 – Consider Approval of Job Description and Salary for SSJID Construction and Maintenance Supervisor**

Ms. Brown recommended that the Board approve the job description and salary schedule set forth in the Item #10 staff report.

Board discussion noted changes to be made in the proposed Construction and Maintenance Supervisor Job Description, page 2, Line Item #16. Revised language to read, "Ability to recognize and report complex operational issues, safety concerns, or public interactions to management as appropriate."

**MOTION:** A motion was made by Director Roos and seconded by Director Vay Ryn to approve the job description for SSJID Construction and Maintenance Supervisor, as amended; and approve the maximum salary of $130,000.00 at Step 5, utilizing SSJID's standardized 5-step wage scale.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Item #11 – Consider Request for Well Sharing Easement and Agreement from Jacob and Cassandra Wallgren**

**MOTION:** A motion was made by Director Weststeyn and seconded by Director Holbrook to reject the proposed Well Sharing Easement and Agreement from Jacob and Cassandra Wallgren.

The motion passed 5 to 0 by the following vote:

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|---|---|
| AYES: | HOLBROOK ROOS SPYKSMA VAN RYN WESTSTEYN |
| NOES: | NONE |
| ABSTAIN: | NONE |
| ABSENT: | NONE |

**Item #14 – Brown Act Review**

Board consensus was reached to table Item #14 – Brown Act Review to a future meeting.

**Item #15 – ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:00 p.m.

**ATTEST:**

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Danielle Barney, Clerk of the Board