The minutes presented herewith are not a verbatim transcription of the Regular Board meeting held May 28, 2019. The intent is to provide a synopsis of key points of discussion and to chronicle decisions and actions taken by a quorum of the Board of Directors (ref: Roberts Rules of Order, Section 48). For more information or background, please refer to the applicable board packet.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE RINCON DEL DIABLO MUNICIPAL WATER DISTRICT
May 28, 2019

A Regular meeting of the Board of Directors of the Rincon Del Diablo Municipal Water District was held on Tuesday, May 28, 2019 at 6:00 p.m. at the offices of the District located at 1920 North Iris Lane, Escondido, California 92026.

Directors Present: Murtland, Lump, Drake, and Towne.

Directors Absent: Quist.

District Staff Present: Greg Thomas, General Manager; Clint Baze, Director of Engineering and Operations; Jeff Umbratas, Director of Administration and Finance; Julia Escamilla, Public Services Information Officer; and Wanda Cassidy, Board Secretary.

Legal Counsel Present: Gerry Shoaf, Legal Counsel, Redwine & Sherrill.

Fire Services Staff Present: Rick Vogt, Chief, Escondido Fire Department.

Guests Present: Jim March, Teacher, North Broadway Elementary School; Diana Wright, Teacher, North Broadway Elementary School; Yanizel Jimenez, 1st Place Winner, North Broadway Elementary School; Family of Yanizel Jimenez; Samantha Orozco, 2nd Place Winner, Rock Springs Elementary School; Family of Samantha Orozco; Audrey Threatt, Reidy Creek Elementary School, 3rd Place Winner; Robert Threatt, Father of Audrey Threatt; and Crissy Cahill, Dan Shaw Equipment Rental.

President Murtland called the meeting to order at 6:01 p.m. and welcomed guests attending the meeting. Director Towne then led the Board of Directors and attendees in the Pledge of Allegiance to the Flag of the United States of America.
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ADDITIONS/CHANGES TO AGENDA

President Murtland informed the Board Item 3-A. Recognize Winners of the North County Water Agencies 2019 Poster Contest would be moved to the beginning of the meeting.

ORAL COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

SECTION 1 - CONSENT ITEMS

In a motion by Director Drake and seconded by Director Towne, by a vote of 4-0, the Board of Directors passed the following consent items unanimously:

1-A. Minutes of the Regular Board of Directors Meeting of April 23, 2019.
1-B. Minutes of the Board of Directors Budget Workshop of April 29, 2019.
1-C. Minutes of the Board of Directors General Managers' Evaluation Process Workshop of April 30, 2019.
1-D. Minutes of the Regular Board of Directors Meeting of May 14, 2019.
1-H. Board of Directors' Per Diem Fees and/or Expense Reports, April 2019.

Director Towne pulled Item 1-E, General Fund Disbursements, April 2019. Director Towne requested clarification be made to disbursements made to Jennifer R. Mael of Mission Consulting who conducted hydro analysis and a CMIT Solutions server purchase. Director Drake requested clarification on Aegis Engineering, which provided design and inspections for recycled water, and Project Partners, which supplies contract engineering support. After staff responded to directors’ questions, President Murtland asked for a motion:

In a motion by Director Drake and seconded by Director Towne, by a vote of 4-0, the Board of Directors approved the following consent item unanimously:

1-E. General Fund Disbursements, April 2019.
SECTION 2 – EMERGENCY PREPAREDNESS & FIRE SERVICES


Prior to receiving and filing the Emergency Preparedness and Fire Service Committee meeting minutes, Director Towne requested information regarding Fire Safe Councils. Director Drake requested information regarding Insurance Services Offices. Fire Chief Vogt and staff responded to both requests.

Received and filed Emergency Preparedness and Fire Services Committee Meeting Minutes of April 17, 2019.

2-B. PUBLIC HEARING – Adopt Resolution No. 19-858.27, “Reaffirming an Already Established Special Tax for Fiscal Year (FY) 2019-20 on Properties within the Boundaries of Improvement District E (ID E).”

President Murtland opened the Public Hearing at 6:39 p.m. to receive comments regarding Resolution No. 19-858.27, “Reaffirming an Already Established Special Tax for Fiscal Year 2019-20 on Properties within the Boundaries of Improvement District E (ID E).”

General Manager Greg Thomas then provided an overview of Resolution No. 19-858.27, “Reaffirming an Already Established Special Tax for Fiscal Year 2019-20 on Properties within the Boundaries of Improvement District E (ID E).” This is an annual event. General Manager Thomas reported adoption of the resolution is required to continue collecting tax revenues which are used to pay the City of Escondido for contract fire services. After the overview, General Manager Thomas and Fire Chief Vogt answered question. With there being no further discussions from staff or public, President Murtland closed the Public Hearing at 6:45 p.m. and called for a motion:

In a motion by Director Drake and seconded by Director Towne, by a vote of 4-0, the Board of Directors unanimously adopted Resolution No. 19-858.27, “Reaffirming an Already Established Special Tax for Fiscal Year 2019-20 on Properties within the Boundaries of Improvement District E (ID E)” by the following roll call vote:

Murtland: Aye
Lump: Aye
Drake: Aye
Towne: Aye
Quist: Absent
2-C. Approval of Fire Protection Services (FPS) Contract.

General Manager Thomas introduced Approval of Fire Protection Services (FPS) Contract. The Escondido Fire Department is requesting a contract with FPS for forced abatement services in the Rincon del Diablo Fire Protection District be approved. Fire Prevention Services has previously been utilized by the Escondido Fire Department to provide services to abate and eliminate public nuisances created by weed, rubbish, and refuse on private property in the Rincon del Diablo Fire Protection District in violation of the 2016 California Fire Code, Health and Safety Code, the Public Resource Code, the District’s Administrative Code, and the San Diego County 2017 Consolidated Fire Code.

Abatement minimizes fire exposure in the district as a result of poorly maintained properties. Fire Prevention Services will be instructed to perform forced abatement only if a property owner fails to comply with the Fire Department requirements and after due process. Upon completion of abatement, Fire Prevention Services will bill the owner as per costs stated in this agreement. In the event Fire Protection Services cannot collect billed fees, FPS may re-bill the parcel owner every thirty days from the date the first bill was sent until payment is received. If no payment is received within ninety days from the date the first bill was sent, FPS shall notify the Fire Marshal to initiate the filing of an abatement lien on the parcel in question.

This agreement did go out to bid and Fire Protection Services was the only service provider to respond.

After General Manager Thomas and Fire Chief Vogt answered questions from Directors, President Murtland asked for a motion:

In a motion by Director Towne and a second by Director Lump, by a vote of 4-0, the Board of Directors unanimously approved the Public Services Agreement with Fire Protection Services (FPS).

2-D. Oral Report by Escondido Fire Department Regarding Current Events and Community Fire Readiness Relating to Improvement District E.

Chief Vogt of the Escondido Fire Department reported the following:

- Fire and Safety Expo - The Fire and Water Expo will be on Saturday, June 15th from 10 a.m. to 2:00 p.m. at Fire Station 4, Kit Carson Park. The Expo will include a number of vendors, fire trucks providing rides, and the popular Dr. Bonner Bubble Machine.
- Weed Abatement - The fire department is preparing for the upcoming fire season and one of its focuses is weed abatement. Educating property owners of the importance of weed abatement and providing the public with information on how to report concerns with weeds and rubbish are a priority.

- Community Meetings – The fire department is in the process of scheduling community meetings throughout Escondido. Topics for the meetings include wildfire preparedness, the alert system, Fire Safe Councils, and mitigating properties and homes. Directors will be notified of the dates when the meetings are scheduled.

- Insurance Service Office Review - The Insurance Service Office (ISO) consultant informed the fire department that they will be conducting their two-year review for ISO. The review is based 50% on fire, 40% on water, and 10% on dispatch/communication. The review will be winding down in July or August.

- Regional Evacuation Exercises - The fire department, with the Sheriff’s office and police department, is currently participating in regional evacuation exercises. The exercise is meant to address concerns identified during the Tubbs fire. The training is being facilitated by SDG&E. Chief Vogt also reported on lessons learned from the Tubbs Fire.

Following the report, Chief Vogt answered questions from directors.

SECTION 3 – PUBLIC INFORMATION & INTERGOVERNMENTAL RELATIONS

3-A. Recognize Winners of the North County Water Agencies 2019 Poster Contest.

General Manager Thomas brought forward Recognize Winners of the North County Water Agencies 2019 Poster Contest.

At the May 14th Board of Directors’ Meeting, directors ratified the winners of the North County Water Agencies 2019 Poster Contest as recommended by the Public Information & Intergovernmental Relations Committee. The winners of the contest would be recognized at the May 28th Board of Directors’ meeting.

Public Service Information Officer Julia Escamilla provided an overview of the program and General Manager Thomas and Director Towne announced the winners of the 2019 Water Awareness Poster Contest. The contest is part of the greater North County Water Agencies (NCWA) outreach and conservation effort. Contestants of the contest are fourth graders who attend local elementary schools in Rincon Water’s service area. Winning students received a certificate and gift card. Winners of the contest were: Third Place was awarded to Audrey Threatt, a student from Reidy Creek Elementary School who received a $50.00 gift card; Second Place was awarded to Samantha Orozco, a student from Rock Springs
Elementary School who received a $75.00 gift card; and First Place was awarded to Yaniel Jimenez, a student from North Broadway Elementary School who received a $100.00 gift card. Additionally, teacher incentives of $100 for classroom art supplies were awarded to the teacher for each of his/her students that placed in the poster contest.

After the presentation of the awards, General Manager Thomas thanked Ms. Escamilla for coordinating the contest and a small reception took place.

SECTION 4 – FINANCE, INSURANCE & PERSONNEL

4-A. Fiscal Years 2019-20 and 2020-2021 Budget Introduction.

Director of Administration and Finance Jeff Umbrasas presented a draft of the FY 2019-20 and FY 2020-21 Operating and Capital Budget. The two-year zero-based budget will begin on July 1, 2019 and end on June 30, 2021 and will consist of a multiple of funds including Fire (03), Potable Water (05), Recycled Water (07), and Sewer (11). The budget establishes proposed revenue and expenditure budgets for the next two fiscal years, provides a longer-term view of the proposed Capital Improvement Program (CIP), and forecasts the District’s overall financial plan over the next five years. Mr. Umbrasas also indicated for this budget, staff consolidated and simplified the District’s cart of accounts in an effort to make transactions clearer and simpler to understand.

After the presentation, Mr. Umbrasas answered questions from directors and requested direction in anticipation of the final budget adoption at the June 25th Board of Directors’ Meeting.

SECTION 5 – OPERATIONS; ENGINEERING & LONG-RANGE PLANNING

5-A. Adopt Resolution No. 19-02, “Filing an Application with the County of San Diego for Neighborhood Reinvestment Program Funding.”

General Manager Thomas brought forward Resolution No. 19-02, “Filing an Application with the County of San Diego for Neighborhood Reinvestment Program Funding.” Mr. Thomas then introduced Julia Escamilla, Public Information Officer to provide an overview of the County of San Diego Grant.

Resolution 19-02 is a requirement in the application for grant funding. The grant will provide funds to County departments, public agencies, and non-profit community organizations for one-time community, social, environmental, educational, cultural, or recreational needs. The goal is to improve the District’s
facility to reduce crime, property damage, and vandalism while creating a small low water use landscape demonstration garden.

Staff is currently working on a grant application that will provide the following:

- installing a path on North Iris and Centre City Parkway for increased pedestrian safety;
- upgrading the District’s facility fencing with improved security and attractiveness;
- upgrading yard gates;
- expanding operations’ yard to encompass the District’s eastern parcel;
- reinstalling a landscape irrigation system;
- re-establishing a low water use landscape for education programs; and
- construction of an overhead cover in order to protect vehicles from the elements.

The total project is expected to range from $150,000 to $175,000. The grant does not require matching funds.

After staff answered directors’ question, President Murtland asked for a motion:

In a motion made by Director Towne and seconded by Director Drake, by a vote of 4-0, the Board of Directors unanimously approved Resolution No. 19-02, “Filing an Application with the County of San Diego for Neighborhood Reinvestment Program Funding” by the following roll call vote:

Murtland: Aye
Lump: Aye
Drake: Aye
Towne: Aye
Quist: Absent

5-B. Approve Transfer of Funds and Associated Change Orders Necessary to Complete the Quiet Hills Pipeline Replacement Project.

Director of Engineering and Operations Clint Baze brought forward Approve Transfer of Funds and Associated Change Orders Necessary to Complete Quiet Hills Pipeline Replacement Project. Staff is requesting approval from the Board of Directors authorizing the General Manager to transfer funds in the amount of $17,053.79 from the Repair & Rehabilitation Miscellaneous Pipeline Project of the Capital Improvements Program to cover project overages and to approve two contractor change orders.
During construction, a number of obstacles, including pipelines located outside of right-of-way, pipelines incorrectly indicated on plans, abandoned concrete vaults in conflict, water main leaks on pipe not included in the project and excessive rain causing damage to an improperly constructed existing wing-wall. These hindrances resulted in a five-month delay and additional change orders.

Staff is now requesting that the Board of Directors authorize the General Manager to transfer funds and approve change orders to cover the overage.

After staff responded to directors’ questions, President Murtland asked for a motion:

**In a motion by Director Towne and seconded by Director Lump, by a vote of 4-0, the Board of Directors unanimously authorized the General Manager to transfer funds in the amount of $17,053.79 from the Repair & Rehabilitation Miscellaneous Pipe Project of the Capital Improvements Program to cover the project overage, approved change order number one totaling $30,000 for the repair of the collapsed wing-wall; and approved change order number two totaling $219,582.52 for additional pipeline and appurtenances in Quiet Hill Drive, Quiet Hills Farm Road, Via Rancho Parkway, and Sage Glen.**

5-C. Authorization to Select and Sign Professional Services Agreements (PSA) for Engineering Support Services.

Director of Engineering and Operations Clint Baze introduced Authorization to Select and Sign Professional Services Agreements (PSA) for Engineering Support Services. Mr. Baze reported the District is currently without an engineer and existing staff is focusing on Capital Improvement Projects. The result is a lack of resources available for developer projects. Staff is requesting additional support to assist with developer services.

After a brief discussion and staff answered questions from directors, President Murtland asked for a motion:

**In a motion by Director Towne seconded by Director Drake, by a vote of 4-0, the Board of Directors unanimously authorized the General Manager to select appropriate engineering firm or firms to perform construction management and/or inspection services for projects that are solely funded by developers.**
addition, the General Manager is authorized to administer no more than two Professional Service Agreements, not to exceed $30,000 each.

5-D. CIP Update.

Director of Engineering and Operations Daze presented the CIP Update. The presentation included updates on closed projects, projects in the construction phase, and projects in design.

- Completed projects:
  - Rockhoff Pump Station – This project included the construction of the Rockhoff Pump Station and was completed on February 28, 2019.
  - Quiet Hills Waterline Replacement - This project included the replacement and upsize of 1300 LF of 6”, 8” and 10” waterline, which was increased by 357LF of additional pipeline during construction, the removal of an obsolete pressure reducing station, and acquiring easements. This project began in August of 2019 and was completed in April 2019 due to multiple construction delays.
  - Eden Valley Waterline Replacement – This project replaced and relocated 1,400LF of 10” waterline with 12” PVC and acquiring new and additional easements. This project began in January 2019 and was completed in March of 2019.

- In Construction:
  - Sierra Linda and San Pasqual – This project includes 1700LF of 16” waterline on Sierra Linda and involves the SDCWA aqueduct crossing and boring and jacking under the golf tunnel and the replacement of poor operating valves on San Pasqual Road. Construction began in March of 2019 and is ongoing.
  - El Norte Recycled Water Retrofit – This project includes a 6” lateral extension across El Norte and provide recycled water to Morning View Terrace Apartments, a 327-unit apartment community and Rancho Escondido Mobile Home Park, a 338-unit mobile home park. The lateral extension on El Norte was completed on Construction for Morning View Terrace Apartments and Rancho Escondido Mobile Home Park is expected to begin in July.

- In Design:
  - I-15 Crossings (Reviewing 90%) – This project consists of the replacement of 1970's Asbestos Cement Pipe within Caltrans ROW underneath I-15 in two locations, El Norte Parkway between Bourbon Road and Seven Oaks, and on Country Club Drive between Cherokee Lane and Montego Road. The design contract was awarded to Michael Baker International Inc, who is currently
designing and obtaining Caltrans permits. Construction is scheduled to begin in September of 2019 and be completed in January of 2020.
- R-5 Zone Flow Control Valve (Considering Alternate Locations) – This project will require the acquisition of private property and will eliminate the need for daily manual operation of valves and are not designed for constant open/close and will allow for the automatic ability to fill and drain the R-5 Zone.

SECTION 6 – WASTEWATER


General Manager Thomas brought forward Harmony Grove Village Wastewater Facilities Quit Claim Deeds Finalization.

Staff is requesting the Board of Directors approve the recording of quitclaim deeds or any other property-related documents necessary to convey wastewater easements and interests previously reserved for or dedicated to San Diego County Sanitation District to Rincon for the Harmony Grove Village Wastewater system.

On June 3, 2019, LAFCO approved a resolution ordering the “Harmony Grove Wastewater Reorganization.” The reorganization authorized Rincon to assume ownership and operation of the Harmony Grove Village wastewater facilities from the County of San Diego Sanitation District.

On March 27, 2019, the San Diego County Board of Supervisors approved the actions needed to implement the LAFCO reorganization. As part of that action, the Board of Supervisors authorized the Department of General Services, Real Estate Services Division to record Quitclaim deeds, or any other property-related documents necessary to convey all wastewater easements, and interest previously reserved for or dedicated to the San Diego County Sanitation District associated with the Harmony Grove Village wastewater facilities to Rincon del Diablo Municipal Water District.

Staff is requesting the Board of Directors find that the requested actions are exempt from review under the California Environmental Quality Act (CEQA) pursuant to Sections 15061 (b)(3), and 15320 of the CEQA Guidelines.

In addition, staff is requesting the Board of Directors authorize the General Manager to receive, accept, and record quitclaim deeds or any other documents
necessary to convey certain wastewater easements and interests previously reserved for or dedicated to the SDCSD to Rincon.

In a motion by Director Towne seconded by Director Drake, by a vote of 4-0, the Board of Directors find the requested actions are exempt from review under the California Environmental Quality Act (CEQA) pursuant to Sections 15061 (b)(3), and 15320 of the CEQA Guidelines. In addition, the General Manager is authorized to receive, accept, and record quitclaim deeds or any other documents necessary to convey certain wastewater easements and interests previously reserved for or dedicated to the SDCSD to Rincon.

6-B. Third Party Review of Related Documents for the Harmony Grove Village Water Reclamation Facility (HGV WRF) and Collection System.

General Manager Thomas brought forward Third-Party Review of Related Documents for the Harmony Grove Village Water Reclamation Facility (HGV WRF) and Collection System.

Staff if requesting the Board of Directors authorize the General Manager to enter into an As-Needed Services contract with “firm to be determined based on best value” for general oversight and assessment of Harmony Grove Village Sewer Treatment and collections facilities for an amount not to exceed $15,000.

Mr. Thomas reported that the administrative and bureaucratic process for assuming ownership and becoming the lead agency of the HGV WRF and Collection System will be finalized soon. Prior to the transfer of responsibilities, the District would like to have a third party ensure the plant, lift station, and collection system were constructed per contract requirements, identify any deficiencies and presence in an organized manner issues for consideration and provide recommendations for any corrective action and track their progress. Additional work includes providing physical present and overseeing the remaining construction on behalf of the District, establish a document control system and ensuring all construction documents are provided per the County-Developer agreement, evaluating the collection system and lift system and both evaluating and observing final water reclamation facility operations. The assessment will be on behalf of the District as owner-representative.

After discussion and General Manager Thomas answered questions, President Murtland asked for a motion:
In a motion by Director Towne seconded by Director Drake, by a vote of 4-0, the Board of Directors unanimously authorized the General Manager to enter into an As-Needed Services contract with “firm to be determined based on best value” for general oversight and assessment of Harmony Grove Village Sewer Treatment and Collections Facilities for an amount not to exceed $15,000.

SECTION 7 – SDCWA DIRECTOR’S REPORT & DIRECTORS/STAFF ACTIVITIES REPORT

7-A. This portion of the agenda may be used by the San Diego County Water Authority (SDCWA) representative to make informal reports on activities.

Director Murtland reported the following:

Imported Water Committee – At the Imported Water Committee meeting, MWD delegates gave their reports and Kara Mathews gave a Hydrology Report on the Colorado River.

Administrative & Finance Committee – The Administrative & Finance Committee meeting began with the Monthly Treasurer’s Report. After the report, Sandy Kerl presented Recommended Budget for FY 2020 and 2021 and a resolution was passed to hold a Public Hearing on June 27, 2019. In addition, there was a closed session on labor negotiations and Mark Hattam made a public statement on the Rainbow and Fallbrook discussion on potentially de-annexing from the Water Authority.

Engineering and Operations Committee – Gary Bousquet presented on the Pumped Energy Storage White Paper, Kirk Whitaker presented the staff recommendation for the General Manager to award a design-build contract to Gracon LLC in the amount of $4,280,000 for the Rancho Penasquitos Hydroelectric Facility Improvements Project, and Jim Fisher presented on Lake Hodge’s operations.

Water Planning Committee – On consent a contract with Mission Resource Conservation District for Water Smart field activities was approved, Jeremy Crutchfield presented on annual storage assessment, Mark Stadler gave an update on the Integrated Regional Water Management Program and Alexi Schnell gave an update on water supply conditions.
Legislation & Public Outreach Committee – At the Legislative & Public Outreach Committee, Glenn Farrel gave a Sacramento Update on the Sacramento legislative calendar and various water related bills.

At the full Board meeting, various chairs gave their reports and the consent calendar was passed. After the report, President Murtland and General Manager Thomas answered questions.

7-B. This portion of the agenda may be used by the Board of Directors or management to make informal oral reports on their activities.

- Director Lump reported on the Unite NCI 2019 Luncheon, the Escondido Fire Department’s 2019 Recognition & Promotion Ceremony, and the Rincon Family Picnic.
- Director Towne reported on the ACWA Conference and the CSDA Special Districts Leadership Academy.
- Director Drake reported on the ACWA/JPIA Conference, the Escondido Fire Department’s Recognition and Promotion Ceremony, and the California Water Investment Fund, of which Director Drake was appointed to a two-year term to the Board of Directors.
- Director Murtland had nothing additional to report.

7-C. This portion of the agenda may be used by the Board of Directors to request items for future agendas.

There was nothing to report.

7-D. Request Approval for a Board Member(s) to Attend Upcoming Meetings; Conferences; or Seminars for Those Not Authorized in the District’s Administrative Code, Section 502 “Authorized District Memberships.”

There were no requests.

7-E. District Activities Report (DAR), April 2019.

It was noted water sales were down.

General Manager Thomas then referred to the DAR Calendar. Upcoming events included:

- Tuesday, June 11th – Wastewater Committee Meeting
- Wednesday, June 19th – Engineering and Long-Range Planning (ELRP) Committee Meeting
- Tuesday, June 25th – Board of Directors’ Meeting, including approval of FYs 2019-20 and 2020-21 Budget
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- Thursday, July 11th – Finance, Insurance, and Personnel (FIP) Committee Meeting
- Wednesday, July 17th – Public Information and Intergovernmental Relations (PIIGR) Committee Meeting
- Thursday, July 4th – Holiday, office closed
- August 14th – 16th – Urban Water Institute Annual Water Conference, Hilton San Diego Resort & Spa
- August 21st – 23rd – California Association of Sanitation Agencies, Manchester Grand Hyatt, San Diego
- September 25th – 28th – California Special Districts Association, Marriott, Anaheim
- August 6th – 9th – 35th Annual Tri-State Seminar, South Point Hotel & Casino, Las Vegas

SECTION 8 – GENERAL MANAGER’S REPORT

8-A. General Manager’s Report

General Manager Thomas reported the following:

- General Manager Thomas was appointed to the LAFCO Special Districts Advisory Committee Seat Director Lump vacated when she was elected as Alternate to the San Diego Local Agency Formation Commission.
- The ACWA Region 10 meeting will take place on July 30th.
- The ACWA Region 10 nominations will be discussed at a future Board meeting.
- The CSDA Seat B for the Southern Region is available.

SECTION 9 – LEGAL MATTERS

8-A. Legal Counsel Report.


There was nothing to report.

Legal counsel then provided an update on the Agua Caliente Band of Cahuilla Indians vs. Coachella Valley’s local water districts litigation.
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ADJOURNMENT

There being no further business before the Board of Directors, the meeting was adjourned by President Murtland at 9:17 p.m.

APPROVED:

[Signature]
Erin Lump, Vice President

ATTEST: [Signature]
Wanda Cassidy, Board Secretary