

PROCEEDINGS OF THE MOUNDS VIEW CITY COUNCIL  
CITY OF MOUNDS VIEW  
RAMSEY COUNTY, MINNESOTA

**APPROVED**

Regular Meeting

May 8, 2017

Mounds View City Hall

2401 County Road 10, Mounds View, MN 55112

6:00 P.M.

- 
1. **MEETING IS CALLED TO ORDER**
  2. **PLEDGE OF ALLEGIANCE**
  3. **ROLL CALL:** Bergeron, Gunn, Hull, Meehlhause, Mueller  
**NOT PRESENT:** None.
  4. **APPROVAL OF AGENDA**
    - A. **Monday, May 8, 2017, City Council Agenda.**

MOTION/SECOND: Gunn/Hull. To Approve the Monday, May 8, 2017, agenda as presented.

Ayes – 5

Nays – 0

Motion carried.

5. **APPROVAL OF MINUTES**
  - A. **April 24, 2017, City Council Meeting Minutes.**

Council Member Bergeron requested a correction on Page 3, Line 34 changing allow to alleviate and changing advantage to disadvantage.

Council Member Meehlhause requested a correction on Page 3, Line 16, adding the word for before the 2018 budget.

Council Member Meehlhause requested a correction on Page 6, Line 12 changing organizations to organization's.

Mayor Mueller requested a correction on Page 6, Line 17 stating this line should read Mayor Mueller reported nominations are being accepted by Minnesota Women in City Government for exceptional women appointed and elected officials in City government. The Award will be presented in June at the League of Minnesota Cities Annual Conference in Rochester, Minnesota.

MOTION/SECOND: Meehlhause/Bergeron. To Approve the April 24, 2017, City Council meeting minutes as corrected.

Ayes – 5

Nays – 0

Motion carried.

**6. CONSENT AGENDA**

**A. Just and Correct Claims.**

**B. Resolution 8754, Approve Facilities Maintenance/Building Custodian Position Description.**

MOTION/SECOND: Gunn/Meehlhause. To Approve the Consent Agenda as presented.

Ayes – 5

Nays – 0

Motion carried.

**7. PUBLIC INPUT**

Shelly Eldridge, Ehlers & Associates, discussed the rates the City received on their last bond bid. She commented on the City's improved bond rating and presented the City with a commemorative plaque. She congratulated the City Council and City staff on this great achievement. A round of applause was offered by all in attendance.

**8. SPECIAL ORDER OF BUSINESS**

**A. Proclamation Public Works Week.**

Mayor Mueller read a proclamation in full for the record declaring May 21 through May 27 to be Public Works Week in the City of Mounds View. A round of applause was offered by all in attendance.

**B. Police Week Proclamation.**

Mayor Mueller read a proclamation in full for the record declaring May 14 through May 20 to be Police Week in the City of Mounds View. A round of applause was offered by all in attendance.

**9. COUNCIL BUSINESS**

**A. 6:00 p.m. Public Hearing: Second Hearing and Adoption of Ordinance 934, an Ordinance Amending the Zoning Map for Properties located at 2901 Mounds View Boulevard and 80XX Groveland Road (ROLL CALL VOTE).**

Planner Sevald requested the Council hold a Public Hearing and adopt Ordinance 934 amending the zoning map for properties located at 2901 Mounds View Boulevard and 80XX Groveland Road. He explained the proposed project required an Ordinance amendment and a Conditional Use Permit. He reported both properties were tax forfeitures and were owned by Ramsey County. He described the proposed project noting the applicant was requesting to construct a 60-unit workforce housing apartment building. Staff reviewed the request in further detail and recommended approval of the Ordinance amendment.

Mayor Mueller asked what the current zoning was for this property. Planner Sevald indicated the

property was currently zoned B-3. He noted the uses that were allowed within the B-3 zoning district.

Mayor Mueller opened the public hearing at 6:25 p.m.

Cat Mady, 8011 Groveland Road, stated there were 93 properties along Groveland Road, including Groveland Court. She understood another 60 units were being proposed. She feared traffic would become a major concern for Groveland Road. She recommended the property remain zoned B-3.

Mayor Mueller understood the traffic concerns along Groveland Road noting she lived along this roadway as well. She questioned if Ms. Mady's concerns would remain the same if the apartment complex were to exit and enter their site from Mounds View Boulevard. Ms. Mady stated she would still have the same concerns because of the proposed density for this project.

Jonathan Thomas, 8040 Groveland Road, asked how many of the residents in attendance received a public hearing notice from the City. He reported only half a dozen residents received the mailing. It was his opinion a fire truck would not be able to enter and exit the apartment complex safely from Groveland Road. He recommended the site not be zoned high density residential.

Kathy Clark, 8045 Groveland Road, expressed concern with the delivery truck traffic on Groveland Road. She recommended the apartment complex not have access to Groveland Road. She recommended the property not be rezoned.

Andrea Shoop, 8330 Groveland Road, asked if the City Council had considered how Pinewood Elementary would be impacted with 60 additional affordable housing units. She expressed concern about the number of children currently receiving subsidized lunches at Pinewood.

Mayor Mueller understood the Mounds View School District was one of the best in the State. She knew Pinewood Elementary has offered some form of lunch subsidies since the 1970's and she recognized there were families in the community that needed these subsidies. She stated she did not want to exclude anyone from sending their kids to this great school district.

Grace Thomas, 8040 Groveland Road, stated she did not receive a Public Hearing notice from the City, which was strange because the proposed project would be in her backyard. She discussed how property values would be impacted through the rezoning. She feared her property value would be reduced if the rezoning were approved by the City Council. She explained she had been a taxpaying resident of Mounds View since 1980. She encouraged the Council to hear the concerns of her neighbors before making a decision to rezone this property.

Dave Auge, 8041 Groveland Road, stated he has lived in his home since 1985. He discussed the City's notification requirements and expressed concern with the speed of traffic along Groveland Road. He recommended the Council work to gain access to the proposed development off of Mounds View Boulevard.

Andrea Bodie, 8020 Groveland Road, discussed how she would be impacted by this project. She expressed concern with the proposed density for the apartment complex and feared how the traffic would increase along Groveland Road. She described how her neighbors looked out for her and believed this would change if a 60-unit apartment complex were constructed in her neighborhood.

Rachel Shelburne, 8334 Groveland Road, stated she did not object to low density residential or a restaurant being located on the proposed property. She feared that the proposed apartment complex would adversely impact the neighborhood through increased traffic and congestion. She explained new residents may not move into the neighborhood if the school districts free and reduced lunch percentages were extremely high.

Linda Powers, 1852 County Highway 10 in Spring Lake Park, discussed the high level of traffic in her area of the City and believed traffic would be an issue if a high density residential development were to locate on the proposed property.

Linda Bangsten, 8025 Groveland Road, stated she has lived in Mounds View for the last 40 years. She did not believe high density residential was a good fit for the proposed property. She believed the proposed apartment complex was too big and would have too much traffic. She understood the Mounds View Schools were quite full and questioned the vision of the City Council.

Council Member Gunn stated the Council recently met with the School District Superintendent and even without the proposed development, Sunnyside Elementary, Pinewood Elementary, Edgewood Middle School and Irondale High School would be added onto. She explained the School District was aware of the growth in the area and was preparing for an influx of students. She described how the Mounds View neighborhoods were turning over and new families were moving into the community.

Andrea Shoop, 8330 Groveland Road, explained she and her husband moved into Mounds View based on the excellent reputation the school district had. She stated after further research, she learned she was not able to open enroll her children into another school within the district. For this reason, she was opting to drive her children to another school outside the district. She did not believe 60 additional apartment units would aid in revitalizing the community. She stated that people who live in apartments were not involved or interested in the community.

Mike Nelson, 7555 Groveland Road, stated he has lived in three houses in Mounds View. He expressed concern with the traffic at Groveland Road and Mounds View Boulevard. He believed the foot traffic from the apartment building would be high and that pedestrian safety would be a concern. He recommended the Council not take action on this item until the neighbors could be more fully educated on the request.

Mayor Mueller explained the Council had been discussing this development for four to six months. Planner Sevald reported the Council had been discussing this development since last

December.

Chris Stokka, MWF Properties, 4237 Aldridge Avenue North in Minneapolis, commented on the requested rezoning. He discussed the traffic counts for the proposed development and noted a general commercial development on this site would have 10 times more traffic. He estimated there would be 35 trips during peak morning and evening hours. He understood the Planning Commission questioned the demand for additional rental units in the City. He explained he completed a market study in order to address this issue and stated there was a significant demand for affordable rental housing in the City of Mounds View. He discussed the neighborhood meeting that MWF Properties held in February.

Mayor Mueller requested Mr. Stokka describe what Section 42 housing was. Mr. Stokka explained Section 42 housing was affordable workforce housing. He stated MWF would be applying to the State for affordable housing credits to assist with restricting rental rate levels. He anticipated the proposed units would be occupied by young families and would be used as a stepping stone for those not yet able to afford a home.

Cindy Johnson, 2865 Mounds View Boulevard and 7980 Groveland Road, stated she owned the former Johnson Hitch property and has been attempting to sell her property for many years. She believed the proposed development was a far better option than placing additional commercial development on this site.

Hearing no further public input, Mayor Mueller closed the public hearing at 7:12 p.m.

Mayor Mueller thanked the public for the valuable input provided this evening. She discussed the existing zoning of the properties in question and commented on the uses that would be allowed. She asked if the residents would like to keep these lots vacant or if these lots should be rezoned to R-4 in order to spur new development. She reported there were properties available in this area that were currently zoned R-4 that would allow for an apartment complex.

Council Member Bergeron questioned if this property was rezoned if a traffic study would be completed. Planner Sevald stated staff was requesting a traffic and engineering study be completed as part of the Conditional Use Permit.

**MOTION/SECOND:** Hull/Meehlhause. To Waive the Second Reading and Adopt 934, an Ordinance Amending the Zoning Map for Properties located at 2901 Mounds View Boulevard and 80XX Groveland Road.

Council Member Hull asked if staff had any further information on the access point onto Mounds View Boulevard. City Administrator Ericson reported staff has held informal discussions with Ramsey County and the City has not received formal approval on this access point. He reported staff would continue to work with the County on the access issue.

Council Member Bergeron questioned if the City would better armed to approach the County after the traffic study was complete. City Administrator Ericson stated the traffic study would be

completed during the development stage/site plan portion of the project. He anticipated that the traffic study would benefit the City when trying to argue for an access point onto Mounds View Boulevard.

ROLL CALL: Bergeron/Gunn/Hull/Meehlhause/Mueller.

Ayes – 5

Nays – 0

Motion carried.

**B. 6:00 p.m. Public Hearing: Resolution 87XX, Approving of a Conditional Use Permit for a Multiple-Family Dwelling for Properties located at the NW Corner of Mounds View Boulevard and Groveland Road.**

Planner Sevald requested the Council hold a Public Hearing and approve a Conditional Use Permit for a multiple-family dwelling for the properties located at the northwest corner of Mounds View Boulevard and Groveland Road. He explained the applicant would also be seeking major subdivision and development review approval in the coming months. He reported MWF was proposing to construct a 60-unit workforce housing apartment complex. He indicated the Comprehensive Plan has this property guided for mixed-use, however, it was noted the site was rezoned to R-4. Staff discussed the Conditional Use Permit requirements in further detail with the Council. He reported the Planning Commission made no recommendation regarding the request and had concerns with traffic. Staff recommended approval contingent upon a traffic engineering study being completed.

Mayor Mueller requested staff read the eight findings in full for the record. Planner Sevald read the eight findings aloud for the record.

Mayor Mueller asked that the applicant come forward to discuss the site plan in further detail with the Council.

Chris Stokka, MWF Properties, reviewed the site plan with the Council noting the access points to the property. He reported the building had been pushed as far west and south as possible to reduce the impact on the neighbors. He reviewed the rear and side yard setbacks and stated all City parking requirements would be met. It was his plan to save as many trees on the properties as possible in order to provide a buffer between the apartment complex and the adjacent homes.

Mayor Mueller questioned if the development could be accessed off of Groveland Road at the Johnson Hitch access point. Mr. Stokka stated he was not a traffic engineer and anticipated the access point would be determined by the County. He provided further comment on his discussions with Ramsey County.

Mayor Mueller inquired if MWF would be constructing the apartment building. Mr. Stokka explained MWF has developed 16 similar Section 42 properties in the metro area. He reported MWF was long-term holders of these properties. He stated his vision was to hold the property for 30 years or longer. He noted his parent company would construct and manage the building.

Council Member Meehlhause asked how the property to the west has responded to the proposed apartment complex. Mr. Stokka stated he has spoken with this property owner and did not want to speak for him, since he was in attendance.

Council Member Bergeron questioned who would be conducting the traffic engineering study. Mr. Stokka reported a third party would be hired to conduct the traffic study.

Council Member Meehlhause commented on the BioLife access point and stated he looked forward to hearing more from the County on this issue. He encouraged Mr. Stokka to be in contact with Ramsey County Engineer Jim Tolaas. He asked if the site had proper police and fire access. Mr. Stokka discussed the site plan and noted a hammerhead may need to be added to ensure proper fire access. He stated he would be working on more detailed drawings with the SBM Fire Department.

Mayor Mueller inquired where the garbage dumpsters would be located. Mr. Stokka reported the dumpsters would be located in the underground parking and would be wheeled out on garbage day.

Mayor Mueller commented on the number of rental units currently available within the City and understood the market study showed there was a need for additional affordable rental units. Planner Sevald reported this was the case. He then discussed the proposed rental rates and income levels for the new apartment complex.

Mayor Mueller opened the public hearing at 8:00 p.m.

Andrea Bodie, 8020 Groveland Road, requested further information on TIF. City Administrator Ericson explained Tax Increment Financing provides an opportunity for a development to receive a subsidy from the City that is based on the taxes generated by the project above and beyond the properties current value. He indicated the rationale for TIF was a “but for” statement meaning but for the provided subsidy or financial incentive, the project could not be completed.

Mayor Mueller commented on the growing need for workforce housing in the metro area.

Tom Lange, 2558 Ridge Lane, expressed concern with the proposed project and believed the Council was not looking at the big picture. He feared the Council was jumping at the first project when this may not be the best option for the City. He believed the proposed development would further reduce the City’s average income. It was his hope the City would instead work to bring development that attracted higher income and higher property values. He believed it was very telling that the Planning Commission did not support the CUP request. For this reason, he encouraged the Council to not offer their support of the proposed development. He then read the City’s goals within the Comprehensive Plan and believed this project was contradictory to the City’s vision.

Hearing no further public input, Mayor Mueller closed the public hearing at 8:10 p.m.

Mayor Mueller asked if the units would be government subsidized. Mr. Stokka explained the proposed units would be moderate income (60% of the median) and not low income (30% of the median). He noted all tenants would have to provide evidence they could cover the rent and would have a criminal background check completed on them.

Council Member Bergeron understood the proposed apartments were seen as stepping stones. He asked if this has been seen in other communities by MWF. Mr. Stokka reported that his exit surveys with renters showed the main reason for vacating the Section 42 apartment units was for home ownership.

Mayor Mueller understood the City had recently approved several senior housing complexes and believed the proposed apartment complex would provide another style of much needed rental housing for Mounds View residents.

**MOTION/SECOND:** Hull/Meehlhause. To Waive the Reading and Adopt Resolution 8751, Approving of a Conditional Use Permit for a Multiple-Family Dwelling for Properties located at the NW Corner of Mounds View Boulevard and Groveland Road.

Council Member Meehlhause discussed Mounds View's median income compared to its neighboring communities. He indicated the recommendation of the Planning Commission was split due to the fact one member was missing when the vote was taken. He stated the proposed apartment complex did not excite him but he understood this property needed to be redeveloped. He commented he would rather see a market place apartment complex or townhouses on this site. He believed that the City would not be receiving any additional retail developments and he understood Ms. Johnson has been trying to sell her property for a long time.

Council Member Bergeron appreciated the good conversation held tonight along with the great questions that have been raised. He stated if this project were approved, the developer still had two more steps to complete with the City. He believed that traffic and pedestrian safety concerns still had to be addressed before the proposed apartment complex could be developed.

Mayor Mueller agreed.

Council Member Gunn appreciated the comments made by Council Members Bergeron and Meehlhause. She understood the neighborhood had concerns with traffic and she looked forward to learning more after the traffic study was completed.

Council Member Hull stated he wanted to further discuss the landscaping plan. City Administrator Ericson reported the landscaping plan would be addressed during the Development Review phase.

Ayes – 5

Nays – 0

Motion carried.

**C. Second Reading and Adoption of Ordinance 933, an Ordinance Amending Chapter 401 of the Mounds View City Code Relating to Planning**

**Commission Agenda Sessions (ROLL CALL VOTE).**

Planner Sevald requested the Council adopt an Ordinance amending Chapter 401 of the Mounds View City Code relating to Planning Commission agenda sessions. He described the four types of meetings that could be held by the Planning Commission and noted this was a housekeeping item. Staff recommended adoption of the proposed Ordinance removing agenda sessions from Chapter 401.

MOTION/SECOND: Hull/Gunn. To Waive the Second Reading and Adopt Ordinance 933, an Ordinance Amending Chapter 401 of the Mounds View City Code Relating to Planning Commission Agenda Sessions.

ROLL CALL: Bergeron/Gunn/Hull/Meehlhause/Mueller.

Ayes – 5

Nays – 0

Motion carried.

**D. Resolution 8752, Accept Quotes and Authorize Contract for Storm Sewer Repairs on County Road H2.**

Public Works Director Erickson requested the Council accept quotes and authorize a contract for storm sewer repairs on County Road H2. He explained County Road H2 was a local road that needed storm sewer work. He stated the City had conducted a temporary repair and a permanent repair was necessary. Staff reviewed the two quotes received for this project and recommended a contract be authorized for the repairs with Dave Perkins Contracting. It was noted the project would be funded by the Storm Water System Maintenance Fund.

Council Member Meehlhause asked for the location of the project. Public Works Director Erickson described the location of the project along County Road H2 just west of Spring Lake Road.

Mayor Mueller questioned when the project would begin. Public Works Director Erickson was uncertain when the project would begin, but noted the work should take approximately one week to complete.

Council Member Meehlhause inquired how traffic would be impacted along County Road H2. Public Works Director Erickson anticipated the traffic along County Road H2 would be heavily impacted while the storm sewer work was being completed. He anticipated a lane closure would be required. He stated he would be working with the contractors on this matter.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8752, Accept Quotes and Authorize Contract for Storm Sewer Repairs on County Road H2.

Ayes – 5

Nays – 0

Motion carried.

**E. Resolution 8753, Approve Amendment to Agreement with Bolton and Menk,**

**Inc. for Additional Services Related to SUIP, Area I.**

Public Works Director Erickson requested the Council approve an amendment to an agreement with Bolton & Menk for additional services related to the Street Improvement Project for Area I. He reviewed the contract the City had with Bolton & Menk and stated the engineering expense was \$315,400 or approximately 9% of the total project costs. He detailed the work that would be completed by Bolton & Menk and requested approval of the additional services for Area I.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 8753, Approve Amendment to Agreement with Bolton and Menk, Inc. for Additional Services Related to SUIP, Area I.

Mark Kasma, Bolton & Menk, discussed the work that would be completed within Area I for the Street Improvement Project. It was his hope the City would continue to be happy with the work being completed by Bolton & Menk.

Ayes – 5

Nays – 0

Motion carried.

**10. REPORTS**

**A. Reports of Mayor and Council.**

Council Member Meehlhause reported he would be attending NYFS meetings on Friday, May 12<sup>th</sup> and Wednesday, May 17<sup>th</sup>. In addition, he would be attending a Twin Cities Gateway Meeting on Tuesday, May 16<sup>th</sup>.

Council Member Meehlhause indicated the Mounds View Lions would be holding their annual garage sale Thursday, May 18<sup>th</sup> through Saturday, May 20<sup>th</sup> at Hillview Park from 9:00 a.m. to 6:00 p.m.

Council Member Gunn stated she would be attending a Cable Commission meeting on Thursday, June 1<sup>st</sup>.

Council Member Gunn reported the last day of school would be Thursday, June 8<sup>th</sup>.

Mayor Mueller explained NYFS was able to raise over \$42,000 at their luncheon last week.

Mayor Mueller noted the Festival in the Park Committee would meet next on Tuesday, May 16<sup>th</sup> at 7:00 p.m. at City Hall. She stated this year's Festival in the Park would be held on Saturday, August 19<sup>th</sup>. She indicated the City was seeking volunteers for Festival in the Park and for the City's 60<sup>th</sup> Anniversary. Those interested in volunteering their time were encouraged to contact City Hall for further information.

Mayor Mueller stated she would be serving on an LMC review committee for the C.C. Ludwig and James F. Miller Leadership Awards. She indicated this group would meet on Tuesday, May 16<sup>th</sup>.

Mayor Mueller reported she and her neighbors on Groveland Road lost a resident on April 25<sup>th</sup>. She noted Jack Krugen passed away and was a life-long resident of Mounds View.

**B. Reports of Staff.**

**1. MVPD Quarterly Report**

Police Chief Harder reviewed the Mounds View Police Department's first quarter report with the Council. He provided an update on the success of the father daughter ball and was pleased to report there were 300 people that attended the event. He discussed the crime statistics for the first quarter and noted thefts and property crimes were the City's top crimes. He explained the Police Department would continue its outreach efforts.

Council Member Meehlhause asked where the Police Memorial Event would be held on Thursday, May 18<sup>th</sup>. Police Chief Harder indicated the event would be held in New Brighton.

Council Member Meehlhause invited all Council Members to attend this wonderful event.

Mayor Mueller questioned if the rise in fraud crimes was related to drug crimes. Police Chief Harder reported this was the case.

Mayor Mueller understood the entire State of Minnesota was addressing the heroin epidemic. She asked if Mounds View Police Officers carried Narcan. Police Chief Harder indicated the Police Department relies on Allina to dispense Narcan. He provided further comment on the benefits of a drug task force officer.

Mayor Mueller asked if the City could share the expense of a drug task force officer with the City of New Brighton. Police Chief Harder did not believe the expense could be shared, but rather the City of Mounds View would require its own officer.

Council Member Gunn questioned if the Police Department had any upcoming events. Police Chief Harder stated the New Americans Academy would be held in June and July. He encouraged all residents of Mounds View to participate in a National Night Out pre-party on Saturday, July 29<sup>th</sup> and the actual National Night Out event on Tuesday, August 1<sup>st</sup>. He commented on the success of the local rock wall events.

Mayor Mueller requested further information on the City's efforts to become a Heart Safe Community. Police Chief Harder stated this initiative was a work in progress and would be promoted at Festival in the Park.

**2. Website Update**

Business Development Coordinator Beeman provided the Council with an update on the City's website. He reported staff was working on the site map, data migration and overall website

design. He explained staff would be attending training in order to learn how to update and access the new website.

Finance Director Beer reported the new website would have a translator option available for Mounds View residents.

Mayor Mueller hoped the new website would be easier to navigate than the existing site. Business Development Coordinator Beeman stated the new site would be much more user friendly.

Public Works Director Erickson provided the Council with an update on the demolition that was occurring at the Public Works Facility. He estimated the demolition work would be completed in the next week. After that point, the water lines would be moved closer to the boulevard. He stated he would be more than happy to provide the City Council with the tour of the property if the Council was interested.

Mayor Mueller requested an update on the Mounds View Boulevard/Long Lake Road project. Public Works Director Erickson reported this was a Ramsey County project. It was his understanding the County would be removing the existing signals and Long Lake Road would be restriped to have a through and right turn lane with a dedicated left turn lane. He explained the new signals would be installed the week of May 22<sup>nd</sup>.

Mayor Mueller stated she has received complaints from walkers that they are having difficulty crossing at the intersections on County Road I since the latest reconstruction work. She requested staff contact the County in order to have the crosswalks at County Road I better marked. Public Works Director Erickson indicated he would speak with the County regarding this matter.

Council Member Meehlhause asked how staff was adjusting to the displacement of the Public Works Facility. Public Works Director Erickson stated this was a challenge, but his staff members were dealing with the adjustment well.

City Administrator Ericson reported an article would be printed in the upcoming Mounds View Matters regarding Simple Recycling. He noted Simple Recycling would begin pick-ups the second week of June and explained a direct mailing would be sent to all Mounds View residents with garbage service.

City Administrator Ericson stated the Council would be reviewing proposals for Mounds View Matters next week. He discussed the Council's goals for this publication.

**C. Reports of City Attorney.**

There was nothing additional to report.

**11. Next Council Work Session: Monday, June 5, 2017, at 6:00 p.m.**

**Next Council Meeting:                      Monday, May 22, 2017, at 6:00 p.m.**

**12.     ADJOURNMENT**

The meeting was adjourned at 9:24 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*