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PUBLIC NOTICE IS HEREBY GIVEN THAT THE  
**BOARD OF COMMISSIONERS OF UTAH COUNTY, UTAH**  
WILL HOLD A PUBLIC MEETING  
IN THE COMMISSION CHAMBERS - ROOM 1400  
OF THE UTAH COUNTY ADMINISTRATION BUILDING  
100 E CENTER ST, PROVO, UT 84606  
**November 6, 2024 - 2:00 PM**

When necessary, board members may participate electronically with the anchor location as stated above.

Or you may watch the meeting live on YouTube under the heading UTAH COUNTY GOVERNMENT or by going to the link: <https://www.youtube.com/channel/UckRYDnXVDLGv9792bhWn9Wg/videos>

The public may participate at the anchor location stated above. Public comments will be limited to two (2) minutes per individual unless otherwise approved by the Board.

Next two upcoming Commission Meeting dates: Wednesday, November 13, 2024 at 2:00 pm and  
Wednesday, November 20, 2024 at 2:00 pm.

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**~COMMISSION MEETING MINUTES~**

In attendance: Commissioner Gordon, Commissioner Beltran, Commissioner Powers Gardner (via Zoom)  
Others in attendance: see attached sign-in sheet and Zoom list

*(Meeting called to order: 2:19pm)*

PRAYER/READING/THOUGHT: Carolina Herrin  
PLEDGE OF ALLEGIANCE: Burt Garfield

**RECOGNITION**

1. RECOGNITION OF NOVEMBER 2024 EMPLOYEE OF THE MONTH  
-PJ Maughan, Human Resources

**COMMISSIONER BELTRAN THANKED THE CLERK'S OFFICE FOR ALL THEIR HARD WORK ON THE ELECTION NIGHT AND ANNOUNCED THAT NICOLE STEVENS (*Utah County Assistant Election's Director*) HAS BEEN SELECTED AS EMPLOYEE OF THE MONTH. HE READ THE FOLLOWING STATEMENT:**

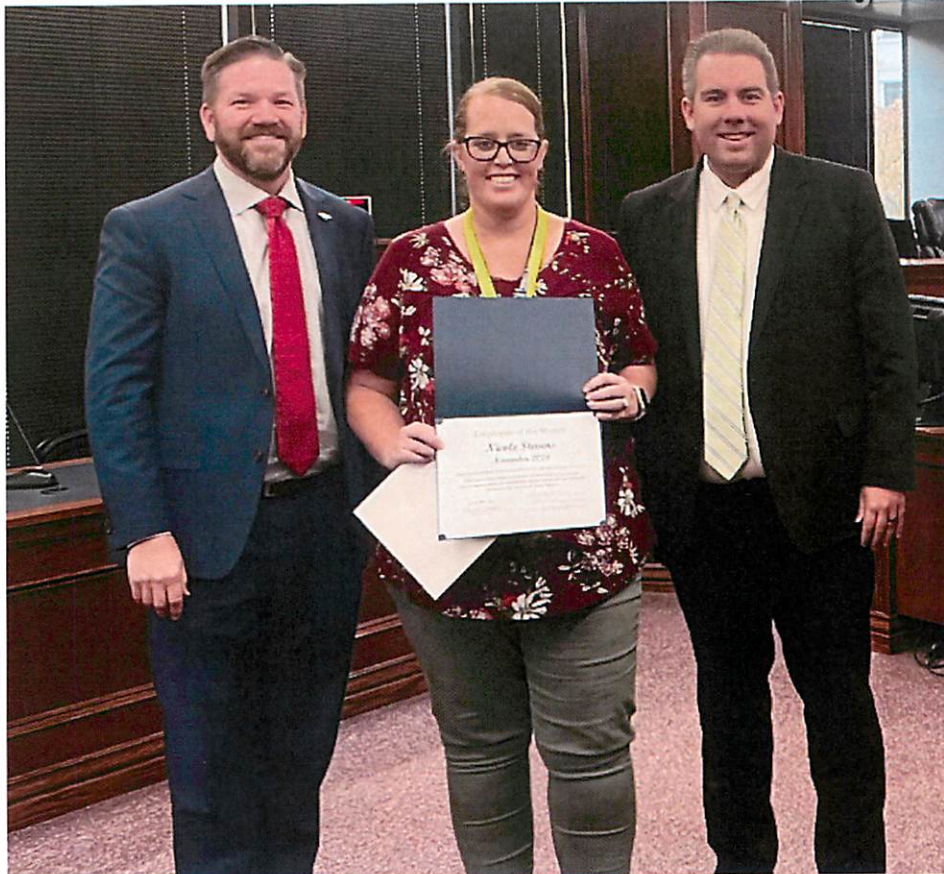
Nikki is incredibly deserving of an employee of the month.

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I would like to nominate Nicole Stevens for employee of the month. Nikki is incredible and the lifeblood of the elections department. I am honestly not sure what we would do without her. She has an incredible knowledge of elections and code thanks in part to her many years of great service to our county. When I have questions about code, I trust that she knows the answer, or she knows that place to find it.

Nikki works incredibly hard. She answers lots of questions for those that are both upstairs and down in the ballot center. In June she worked until 2am getting everything ready for equipment to be sent to our vote centers. Nikki puts in the work to make sure that things get done. Today as I am writing this she is working relentlessly to try and get all the help that we need hired for the General Election.

Nikki is supportive and really cares about the people she works with. When I've worked late with her, she will text to make sure I got home safely. She has empowered me to be the best that I can be. I have caused her some stress recently quitting at such a busy time but nevertheless Nikki has been incredibly kind and supportive.



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**WORK SESSION**

1. SEMI-ANNUAL REPORT FROM USU EXTENSION  
-Ezra Nair, Commission

*(Time stamp: 2:08)*

**TOM BEDDIS, CINDY JENKINS, EMILY VAN WAGONER, CORIANNE TOPHAM GAVE A PRESENTATION ON BEHALF OF THE USU EXTENSION. A HANDOUT, TITLED UTAH COUNTY EXTENSION IMPACT REPORT 2024, WAS GIVEN TO EACH COMMISSIONER AND IS ON FILE WITH THE CLERK'S OFFICE.**

## Utah County Extension Report

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*November 2024*



EXTENSION.USU.EDU

### Extension Overview

- **1,200%** return on investment
- **\$4.56** million received in grant funding
- **\$491,193** total value of volunteer hours
- No increase requested

EXTENSION.USU.EDU

Extension  
Utah State University. 

2023 F&O	(\$)	Programming Budget	(\$)
Payroll	198,000	Home & Community	7,000
Lease & O&M	102,100	Hort. & Ag.	18,000
Phones/Internet	10,000	4-H, S.T.E.M. and Youth Programs	20,500
Computer Capitalization	6,800	County Bee Inspector	6,000
Copy Machine Service	1,800		\$51,500
Paper and Toner	2,000		
Copy Machine Capitalization	1,000		
IT/Computer Repair	2,000		
IT Infrastructure Support	500		
Vehicle Capitalization	8,000		
Office Supplies and Printing	2,000		
Vehicle Insurance	300		
	334,500		

Total Request: \$380,000  
 Bee Inspector: \$6,000  
 Total: \$386,000

## Utah County Commission Presentation (Ag Program Report)



EXTENSION.USU.EDU

### Farm Field Days



- **October 8<sup>th</sup> – 11<sup>th</sup>**
- **By the numbers (Attendance)**
  - Students - 2,171
  - 2<sup>nd</sup> Grade Teachers - 93
  - FFA Students – 97
  - Community Volunteers - 41
  - Master Gardener Volunteers - 7
  - **Total – 2,409 Attendees**
- **Volunteer Hours**
  - FFA Students – 534 Hours
  - Producers/Educators – 396 Hours
  - Master Gardener Volunteers – 39 Hours
  - **Total Hours – 969 Hours**
  - **Utah Volunteer Hour Rate<sup>1</sup> – \$33.46/hour**
  - **Total Value = \$32,422.74**

## 2024 Agriculture Programming

- Volunteers contributed over 1,940 hours to support Extension agriculture programming, valued at \$65,108.96.
- A total of 133 agriculture producers participated in educational events in Utah County.
- Agriculture programming in Utah County has secured \$112,299, directly benefiting Utah County.



## 2024 Horticulture Programming

- Current research
  - Commercial grape production
  - Rootstock adaptability to Utah soils
  - Fruit tree bud cold-hardiness
  - Several fruit tree pest and disease trials, along with pest and disease monitoring
- 3,367 Master Gardener volunteer hours within the community valued at \$146,268 (2024 IRS tax rate).
- \$396,308 received in field research grants and in-kind donations.

## Home & Community

Utah County: Cindy Jenkins

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## Utah Valley Women and Leadership Collaborative 2023-2024

- April and October events at doTERRA with over **150 and 100 attendees** and **20 community booths** for the She Can I Can initiative
- **\$47,059** of in-kind donations and volunteer hours
- **Participant quote:** “I love the empowering phrase, She Can, I Can. Storytelling is what connects us and creates unity amongst our differences. The booths were great for awareness, and the drawing created a fun incentive.”

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## Funding State-wide Grants

- Create Better Health \$44,639
- Cultural Belonging (CUBE) \$23,000
- Using Afterschool Programs to Strengthen Youth Confidence \$30,000
- **Total funding=\$97,639**

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## Connect With H&C

- <https://extension.usu.edu/food-health-and-wellness/index>
- <https://extension.usu.edu/home-finance-and-relationships/index>
- <https://www.facebook.com/createbetterhealthutahcounty>
- <https://www.facebook.com/createbetterhealthspanoluthcounty>
- <https://www.facebook.com/usuextensionnutrition>

## Connect with Cindy

Cindy Jenkins  
1426 E. 750 N. Suite 202  
Orem, UT 84097  
Email: [cindy.Jenkins@usu.edu](mailto:cindy.Jenkins@usu.edu)  
Call: 385-268-6538



## HEART Initiative Program Updates

*Gabriela Murza, MS, MCHES®*

*Professional Practice Extension Assistant Professor, Health and Wellness  
Health Extension: Advocacy, Research, and Teaching Initiative*

### Harm Reduction Project

- Opioid overdose response trainings target specific groups to address trends and needs in their industries
  - Over 27 trainings to over 500 individuals
- Received multiple grants to continue effort
  - OJJDP grant for 4-H Mentoring - \$2 million
  - Intermountain Community Care Foundation grant - \$33,930
- Next steps: new trainings and training videos
- My role
  - Continue providing response trainings
  - Serve as subject matter expert
  - Form and maintain partnerships
  - Provide topical trainings to collaborators

### Connect with HEART



*USU Extension - HEART*



*usuextension\_heart*



*@usuHEART*



*USU HEART*



*<https://extension.usu.edu/heart>*

### Connect with Gabi

Gabriela Murza

1426 E. 750 N. Suite 202

Orem, UT 84097

Email: [Gabriela.Murza@usu.edu](mailto:Gabriela.Murza@usu.edu)

Call: 385-268-6543

# UTAH COUNTY 4-H



## Program Updates

Emily Van Wagoner (STEM, FCS and Leadership)

Heather Thomson (Horse and Outdoor Education)

Corianne Topham (Livestock)



### TRY TEAM

- FCS TRY Team camp focused on teaching mental health strategies with 8 participants attending.
- The STEM TRY Team is preparing to run workshops teaching various STEM concepts through the lens of "spics."



### WIZARD CAMP

- 20 youth attended the first year.
- Youth developed knowledge and skills in chemistry, engineering, gardening, teamwork, leadership, self-awareness, and personal life skills .
- Wizard Camp will continue next year for youth ages 9 and up, while Cloverbuds will be offered the chance to participate in a Space Camp.

### COUNTY CONTESTS/SKILLS

- Favorite Foods, Impromptu, Demonstrations Digital Design, and Pixelations contests.
- 10 youth participated this year, with an additional 5 youth participating in the Portfolio contest.
- 14 youth attended the Utah 4-H Classic, earning 18 blue ribbons and 9 Grand Champion titles across multiple contests.
- Multiple youth will be attending Nationals.



### PROGRAM NUMBERS

We have gained a Strategy Game club, and look forward to multiple new clubs that will be forming in the next 6 months including an FCS/sewing club, a gardening club, and an office "Catch-all" club that will focus on a variety of topics to provide learning opportunities for more youth while we work with volunteers to grow the program/create new clubs.







## UTAH COUNTY FAIR

- 134 exhibitors
- 1,029 entries.
- 53 youth went on to the State Fair with a total of 135 projects.

## iSEE

- 2022-2023 year, we visited 30 schools.
- Spring 2024 contacted remaining 102 schools and visited 43 of them.
- A total of 1746 youth participated
- Knowledge gained about: algae bloom, pollination, water quality, grazing, drought, and invasive species; as well as to what they can do to help solve the related issues.



Accepted to the 2025 Ignite by 4-H National Summit in Washington D.C., an event that brings together innovators and professionals to shape the future!

# 1,200

Teen Leaders and 4-H Professionals attend, representing nearly

# 6 Million

4-H youth enrolled nation-wide.

## COWBOY CAMP IMPACTS

An Agricultural Literacy Initiative



# 90%

of our youth demonstrated skill in  
**Teamwork**

# 75%

of our youth demonstrated skill in  
**Communication &  
Conflict Resolution**

# 80%

of our youth demonstrated skill in  
**Goal Achievement**

Youth walk away with a holistic view of agriculture, a deeper appreciation for this industry, and the skills needed to become an advocate.



### LEARN LIVESTOCK EVENTS

This educational series expands youth's knowledge on sheep, goats, cattle and swine and teaches them applicable skills. 100 youth participated in the 2023-2024 4-H year.

### ONLINE LIVESTOCK JUDGING CONTEST

In this contest, youth place classes of 4 animals and give oral reasons explaining their placings. This teaches them valuable livestock evaluation and public speaking skills.



### UTAH JUNIOR TURKEY SHOW

The Turkey Program provides an opportunity for youth to experience the poultry production industry from start to finish. At the end of the project the youth will have freshly processed turkeys just in time for Thanksgiving.

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## CONSENT AGENDA

1. RATIFICATION OF WARRANT REGISTER FOR NOVEMBER 6, 2024 INCLUDING NOTES AND COMMENTS FROM THE COMMISSIONERS AS RECORDED ON THE INTERNAL SYSTEM

-Jolynn Clegg, Clerk

### APPROVED ON CONSENT

2. APPROVAL OF THE PAYROLL WARRANT SUMMARY FOR PAY PERIOD 22-2024

-Jolynn Clegg, Clerk

### APPROVED ON CONSENT

3. APPROVE THE 2025 UTAH COUNTY GOVERNMENT HOLIDAY SCHEDULE.

-PJ Maughan, Human Resources

### APPROVED ON CONSENT

**Agreement 2024 - 921**

4. APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN FOUR (4) MEDICAL PLAN RENEWAL AGREEMENTS WITH SELECTHEALTH FOR 2025 MEDICAL BENEFITS FOR UTAH COUNTY EMPLOYEES

-Brandon Chambers, Human Resources

### APPROVED ON CONSENT

**Agreement 2024 - 922**

**Agreement 2024 - 929**

**Agreement 2024 - 939**

**Agreement 2024 - 940**

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5. APPROVE AND AUTHORIZE THE SIGNING OF A QUIT CLAIM DEED TO UTAH COUNTY FROM SPANISH FORK CITY FOR PROPERTY DESCRIBED IN THE ATTACHED EXHIBIT A.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 923**

6. APPROVE AND AUTHORIZE THE SIGNING OF A QUIT CLAIM DEED FROM UTAH COUNTY TO SPANISH FORK CITY FOR PROPERTY DESCRIBED IN AGREEMENT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 924**

7. APPROVE AND AUTHORIZE THE SIGNING OF A QUIT CLAIM DEED FROM UTAH COUNTY TO SPANISH FORK CITY FOR TAX PARCELS DESCRIBED IN EXHIBIT A.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 925**

8. APPROVE AND AUTHORIZE THE SIGNING OF A QUIT CLAIM DEED FROM UTAH COUNTY TO SALEM CITY FOR TAX PARCELS DESCRIBED IN EXHIBIT A.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 926**

9. APPROVE AND AUTHORIZE THE SIGNING OF A QUIT CLAIM DEED FROM UTAH COUNTY TO SANTAQUIN CITY FOR THE TAX PARCEL DESCRIBED IN EXHIBIT A.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 927**

10. APPROVE AND AUTHORIZE THE SIGNING OF CHANGE ORDER #01/02 TO AGREEMENT #2024-67 FOR KENNY SENG CONSTRUCTION COMPANY FOR CHANGES TO THE COURTHOUSE ELECTRICAL VAULT LID PROJECT.

-Richard Nielson, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 - 928**

11. APPROVE AND AUTHORIZE THE SIGNING OF AN AGREEMENT WITH DAVIS CLASSIC DETAILING & ACCS, TO FURNISH AND INSTALL A BARN STYLE CARPORT AT THE SECURITY CENTER.

-Richard Nielson, Public Works

**STRICKEN ON CONSENT**

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12. APPROVE AND AUTHORIZE THE SIGNING OF A MEMO TO DECLARE RADIOS AS SURPLUS TO BE SOLD AS FAIR MARKET VALUE.

-Tad Rasmussen, Public Works

**APPROVED ON CONSENT**

**Agreement 2024 – 930**

**REGULAR AGENDA**

1. APPROVE AND AUTHORIZE COMMISSION SIGNATURE ON AN AMENDMENT AGREEMENT WITH GFOA FOR CONSULTING SERVICES TO ADD IMPLEMENTATION ADVISORY SERVICES TO THE SCOPE OF THE AGREEMENT.

-Jeremy Walker, Auditor

*(Time stamp: 22:50)*

**COMMISSIONER BELTRAN, COMMISSIONER POWERS GARNDER, JEREMY WALKER**

*(Director of Financial Services)* **DISCUSSION ON CONTRACT.**

**COMMISSIONER BELTRAN: MOTION TO APPROVE**

**COMMISSIONER POWERS GARNDER: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 3/0**

**Agreement 2024 – 931**

2. APPROVE TAX CREDITS AND REFUNDS RECOMMENDED BY THE COUNTY AUDITOR'S OFFICE IN CANCELLATION AND CORRECTION LETTERS 274 AND 60515 DATED OCTOBER 31, 2024.

-Burt Harvey, Auditor

**APPROVED ON CONSENT**

**Agreement 2024 – 932**

3. TO APPROVE AND AUTHORIZE THE SIGNING OF A RESOLUTION APPROVING AND AUTHORIZING THE RENEWAL OF UTAH COUNTY'S COMMITMENT TO THE MASTER LEASE AGREEMENT BETWEEN THE MUNICIPAL BUILDING AUTHORITY OF UTAH COUNTY UTAH, AS LESSOR, AND UTAH COUNTY, AS LESSEE, OF THE MOUNTAINLAND APPLIED TECHNOLOGY COLLEGE SPANISH FORK FACILITY FOR THE PERIOD FROM JANUARY 1, 2025, TO DECEMBER 31, 2025.

-Paul Jones, Commission

**APPROVED ON CONSENT**

**Resolution 2024 – 933**

4. APPROVE AND AUTHORIZE THE SIGNING OF AN AGREEMENT WITH GREG SKORDAS

-Ezra Nair, Commission

*(Time stamp: 26:50)*

**COMMISSIONER BELTRAN ASKED ABOUT THE CAP ON THIS AGREEMENT.**

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**COMMISSIONER BELTRAN: MOTION TO APPROVE**

**COMMISSIONER POWERS GARNDER: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 3/0**

**Agreement 2024 - 934**

5. APPROVE AND AUTHORIZE THE SIGNING OF A NOTICE OF VACANCIES ON THE NORTH FORK SPECIAL SERVICE DISTRICT ADMINISTRATIVE CONTROL BOARD.

-Aileen Conder, Commission

**APPROVED ON CONSENT**

**Notice 2024 - 935**

6. APPROVE THE UTAH COUNTY COMMISSION CHAIR TO SIGN THE STATE OF UTAH, ALCOHOLIC BEVERAGE CONTROL COMMISSION, SINGLE EVENT PERMIT FOR LOCAL CONSENT APPLICATION FOR THE OUTLAW HIDEOUT SNOW BAR EVENT TO BE HELD AT SUNDANCE MOUNTAIN RESORT (STORYTELLER CANYON OPERATING COMPANY, LLC) ON JANUARY 14TH TO 17TH, 2025, FROM 2:00 PM - 8:00 PM.

-Kevin Stinson, Community Development

**APPROVED ON CONSENT**

**Agreement 2024 - 936**

7. APPROVE THE UTAH COUNTY COMMISSION CHAIR TO SIGN THE STATE OF UTAH, ALCOHOLIC BEVERAGE CONTROL COMMISSION, SINGLE EVENT PERMIT FOR LOCAL CONSENT APPLICATION FOR THE OUTLAW HIDEOUT SNOW BAR EVENT TO BE HELD AT SUNDANCE MOUNTAIN RESORT (STORYTELLER CANYON OPERATING COMPANY, LLC) ON JANUARY 17TH TO 20TH, 2025, FROM 2:00 PM - 8:00 PM.

-Kevin Stinson, Community Development

**APPROVED ON CONSENT**

**Agreement 2024 - 937**

8. APPROVE THE 2024 LIST OF ELIGIBLE CORRIDORS FOR THE CORRIDOR PRESERVATION FUNDS

-Richard Nielson, Public Works

*(Time stamp: 27:31)*

**RICHARD NIELSON** *(Public Works Director)* **EXPLAINED THE CORRIDOR PRESERVATION FUND.**

**COMMISSIONER BELTRAN: MOTION TO APPROVE**

**COMMISSIONER POWERS GARDNER: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 3/0**

**Agreement 2024 - 938**

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9. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL OR INDIVIDUALS, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON REQUEST**

10. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON REQUEST**

11. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE SALE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES, PREVIOUSLY PUBLICLY NOTICED FOR SALE, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**STRICKEN ON REQUEST**

12. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION, FOR TODAY'S DATE, AT THIS LOCATION, FOLLOWING THE COMPLETION OF THE REGULAR AGENDA (IF THIS ITEM IS NOT MOVED TO THE CONSENT AGENDA, ANNOUNCE THE VOTE OF EACH COMMISSIONER)

-Jolynn Clegg, Clerk

**APPROVED ON CONSENT**

**PUBLIC COMMENTS**

**NONE**

*(Moved to closed meeting: 2:52 pm)*

*(Opened to Public Meeting: 2:57 pm)*

**(RULES SUSPENDED DUE TO ONLY TWO COMMISSIONERS IN ATTENDANCE)**

**COMMISSIONER BELTRAN: MOTION TO ADJOURN**

**COMMISSIONER GORDON: SECOND**

**ALL IN FAVOR: AYE**

**PASSED: 2/0**

BOARD OF COMMISSIONERS OF UTAH COUNTY, UTAH

Public Meeting

November 6, 2024

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(Meeting adjourned: 2:58 pm)

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS - In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Jolynn Clegg at 801-851-8113. Handicap parking is available as well as a level entrance to the building. Interpretation services are available with prior notice for the hearing disabled.

Those in attendance via Zoom: Commissioner Powers Gardner, Zachary Zundel, Ben Van Noy, Timothy Taylor

BOARD OF COMMISSIONERS FOR UTAH COUNTY  
PUBLIC MEETING ATTENDANCE SHEET

November 6, 2024 - 2:00 p.m.

PRINT CLEARLY

Name:

Agency:

Jolynn Clegg  
Dawn Holley  
Alice Black  
Heather Thomson  
Kimberly McClellan  
Emily Van Wagoner  
Corianne Topham  
Burt Gartfield  
Cindy Jenkins  
Tamm Beddes  
Paul Child  
Andrea Allen  
~~Patricia J. ...~~  
BRANVAN CHAMBERS  
Mark Davey  
Russ Clement  
Patricia Hesser  
Luke Graws

Clerk's office  
Clerk's office  
Commission Office  
4-H  
4-H/Extension  
4-H  
4-H/MSU Extension  
Assessor  
USU Extension  
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Recorder's  
Recorder  
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Clerk's  
Clerks  
Clerk

BOARD OF COMMISSIONERS FOR UTAH COUNTY  
PUBLIC MEETING ATTENDANCE SHEET  
November 6, 2024 - 2:00 p.m.

PRINT CLEARLY

Name:

Agency:

Aaron Lamb	
Nixde Elections	
James Longhurst	IT
Robert Baxter	Procurement
Diane Garcia	Assessor
Ruth-Ann Frisby	Clerk

Minutes approved at the November 20, 2024 Board of Commissioners of Utah County,  
Utah Public Meeting.

  
BRANDON B. GORDON, CHAIR

ATTEST:

  
DEPUTY CLERK

