

REDWOOD VALLEY COUNTY WATER DISTRICT Approved B.O.D. 7/17/14
2370 Webb Ranch Road
Redwood Valley, CA 95470
(707) 485-0679

MINUTES
BOARD OF DIRECTORS

Regular Meeting
Thursday, May 15, 2014

Directors Present: Granville Pool, Jeanette Hallman, Pamela Ricetti, Ken Todd, Jeff Basili
Directors Absent: None
Staff Present: General Manager Bill Koehler
Others Present: Supervisor John Pinches, and several members of the public

CALL TO ORDER: 7:00 P.M.

President Pool mentioned it was gratifying to see so many people taking time to attend the meeting.

1. ROLL CALL.

Pam Ricetti, Director
Ken Todd, Director
Jeff Basili, Director
Jeanette Hallman, Vice-President
Granville Pool, President

2. HEARING OF COMMENTS OR QUESTIONS FROM THE ATTENDING PUBLIC.

GM Koehler mentioned it's not the attending public but Supervisor Pinches is here and this item is addressed under the Manager's Report and suggested moving him forward on the agenda.

3. CONSIDER HEARING OF URGENT ITEMS RECEIVED SINCE THE AGENDA WAS POSTED.

President Pool mentioned that he was concerned about the comments made at the City Council Meeting. There was some misinformation. GM Koehler said to fit it in under the Ad Hoc Consolidation. It was agreed.

4. ACCEPTANCE OF AGENDA.

MOTION: Accept the agenda with the caveat of moving Supervisor Pinches forward.
Ricetti/Todd Discussion CARRIED
AYES: Unanimous
ABSENT: None

Supervisor Pinches thanked President Pool and said that Pam invited him to the meeting. He

stated that he wants to focus on trying to come up with a solution for water. He mentioned the water issues from Sonoma County to here and the tug of war over water and water going through the tunnel. He said that there is only so much water and it is very limited and we need to look for another source of water. We are one of the wettest regions in the United States. The LA basin in the Vegas area in a normal year has less water than we have here but they have done something about it. Mendocino County has virtually done nothing, and you can say that about the rest of the state. Anytime you can put water in a pipe, you can meter it and sell it. I believe the time is now to do something because of the low interest rates. When I first started on the Willits by-pass Project there were design problems, money issues, environment problems but you have to start somewhere. Supervisor Pinches brought a map and focused on Scout Lake. He explained where the District was in relation to Scout Lake. Years ago a logger gave Scout Lake to the Boy Scouts of America. I think there are two property ownerships between Scout Lake and the public right-of-way on Tomki Road. From Scout Lake the water would gravity flow to the Willits Valley, gravity flow to here and to Brooktrails where the two reservoirs are in Willits. Now it's about 1148 acre feet. The Scouts have two water rights and a license for 800 acre feet. When I first came up with this proposal about six years ago the scouts were agreeable to doing something with it because they just use it for recreation. Their recreation ends in the fall of the year when the kids go back to school. You could raise the dam and get about three times the water and it's off stream storage.

Dir. Ricetti asked if that was part of the Eel River watershed. Supervisor Pinches replied yes, and it's permitted for 800 acre feet. The advantage is you don't have flow release requirements. If you look at all the dry canyons between Scout Lake and here, there are plenty of places to build reservoirs. Scout Lake is already there so your steps ahead. Brooktrails has focused on their two reservoirs but they're both on fish streams. They have all kinds of problems with fish agencies. That's why Scout Lake is exciting because you don't have to worry about fisheries issues. The cost estimates were under a million dollars. Everyone asked why the county didn't take it further, but the county is not a purveyor of water. The Scouts of America were interested in making some sort of arrangement. The only impact of raising the lake is moving the boat ramps. You can raise the dam and get about 3,000 to 3,500 acre feet of storage. GM Koehler asked if it would be available in the summer. Supervisor Pinches said he wouldn't say it wouldn't be, but you don't have to worry about flow releases for the fish. It is basically your water. He stated it could certainly get you through the dry fall. It's just an option right now. Willits drilled a well but they will have to put in another filtration system. Dir. Ricetti asked if he had any idea what the cost would be. Sup. Pinches replied that when they did the studies it was about a 100 million dollar project. Dir. Ricetti asked if the lake was increased to 3,000 acre feet would the scouts be willing to release water in the summer. Sup. Pinches replied that would have to be in a contract agreement. You have to do an environmental impact report. It would probably be a five year project, but it's pretty much all useable water. The City of Willits did a study and their consultant said it's not enough water for our use, but if we can raise it and get 3,000 acre feet it would be more interesting. It would have to be raised about 10 feet. The county hired an engineering firm and there was about two or three different proposals. They proposed building three reservoirs. It's about a 1400 acre parcel. President Pool asked if the studies included the cost of a pipeline to get it to Redwood Valley. Sup. Pinches said not really, no one knew where the pipeline was going. President Pool mentioned that it seems like it would be handy for Willits. Sup. Pinches replied the City Council decided to go with the existing well. It has about a 45 second recovery rate so they have lots of water. Willits has solved their problems. Sup. Pinches stated that any project is going to take some money. The drawback of not doing anything is worse. He said he just wanted to show us some options. It's not a total solution for everyone. I would like Millview, Calpella, and Redwood Valley to get together and go into it as a project. It's less than 10 miles to Scout Lake. GM Koehler stated that it would roughly be eight million dollars for a 12" pipe. Sup. Pinches said the Ukiah Valley is the economic driver of Mendocino County and we're stymied outside the City of Ukiah. If we

don't break out of this mold, it's going to stay that way. Sup. Pinches asked about the cost of water. GM Koehler said ag water is \$225.00 per acre foot. The cost of selling treated water is considerably higher. Dir. Ricetti asked about the government agencies, the state infrastructure. Sup. Pinches said that was just one opportunity. There are several options; you can go for a local bond measure or you can talk to the County of Mendocino to be a financial backer. Somebody has got to break out of this mold. Sup. Pinches mentioned the PG&E Project and what if it was abandoned. The future of Lake Mendocino is very iffy. What if the feds say they are going to cut all that water? Humboldt Counties stated that their position is they're against the diversion. You have political problems. Sup. Pinches encourages the effort to create a Joint Powers Authority between Redwood Valley, Calpella, and Millview. This is exciting because it will give you a larger revenue base and maybe you can hire someone for projects and you don't have to go through the LAFCO process. If you go for state funding, it will give you more clout. He talked about the Van Arsdale Diversions. Stay away from fisheries issues. It all hinges on a descent agreement with the Boy Scouts of America. Someone asked about the silt in Lake Mendocino. Sup. Pinches said your capacity is on the upper side. Sup. Ricetti thanked Sup. Pinches for coming. Sup. Pinches thanked everyone and wished them luck and left the meeting.

Dir. Hallman asked if there was enough interest in Scout Lake could they do an Ad Hoc for some Board members to look into the information we already have. She said it's tangible water and we know it's there. Roland worked on the feasibility study, he looked at three or four sites and it wasn't practical at all, like the Marina Drive Project. The price per acre ft would be about \$12,000. President Pool asked in comparison with the Lolonis property, how many acre feet was that and how much money? GM Koehler stated 2,000 acre feet and ten million dollars. To finance that it would have raised the cost of an acre ft. by \$1,000. President Pool asked if you tried to use water from Scout Lake and pipe it here for irrigation, what would the cost per acre foot be. GM Koehler stated it would raise the price by \$40 per customer. Dir. Ricetti said the first order of business is to approach the Scouts and see if they're interested. President Pool asked GM Koehler to get information and put it on the agenda for next month as we can revisit it. President Pool mentioned the issues of using the Tomki Road as route for the pipeline. Tomki Road has eight water crossings. You either have a big infrastructure problem or fisheries problem or both. Another issue is the right-of-way for Tomki Road. I think it's a prescriptive right-of-way. If you're doing something you didn't do before, you might have a whole new right-of-way issue. If you make a major change in the way you use it, it's called overburdened of an easement. The length of pipe would have to be taken into account in a way that would find a route that would be gravity flow far enough to push it over the hill from Tomki into the Russian River watershed. It might be 10 miles as the crow flies but the distant is a lot more, but it could be more attractive than building a reservoir here.

Dir. Ricetti questioned the sinking fund, "we only have \$22,000 in the bank?" GM Koehler replied yes, it allows us to tract it and see the impact on the general cash flow. Dir. Ricetti stated the effect it has on our cash flow is obvious.

Dir. Hallman asked about Minasian's bill. GM Koehler explained that two thirds of the attorney's fee went to having them generate a public works contract. It was recommended by ACWA/JPIA to have a formal contract. A third of it was dealing with a customer complaint issue. GM Koehler said it was a 20 page utility contract. President Pool stated it was a standard public works contract.

5. APPROVAL OF CONSENT CALENDAR.

- a. Financial Statement.
- b-1. Bills Paid since those approved at last Meeting.
- b-2. Bills Paid as approved at previous Meeting.
- c. Bills Payable.
- d. District Activity.

MOTION: Approve the Consent Calendar as presented.

Ricetti/Basili Discussion CARRIED

AYES: Unanimous

NOES: None

Absent: None

Minutes of the April 10, 2014 Special Meeting were reviewed.

MOTION: Approve the Minutes of the April 10, 2014 Special Meeting.

Hallman/Todd Discussion CARRIED

AYES: Unanimous

NOES: None

ABSENT: None

Minutes of the March 20, 2014 Regular Meeting were reviewed.

MOTION: Approve the Minutes of the March 20, 2014 Regular Meeting.

Hallman/Ricetti Discussion CARRIED

AYES: Unanimous

NOES: None

ABSENT: None

Minutes of the April 17, 2014 Regular Meeting were reviewed.

Director Ricetti questioned the cost of drilling the test holes. GM Koehler stated it was \$75.00 a ft. Dir. Ricetti said on page 4 in the center of the page third sentence down- An equal footing with the other districts or else an amount to be worked out to meet the basic needs, and then for, if possible surplus. She asked if the other Districts meant Willow, Calpella and all of them. Gm Koehler responded it was accurate reporting and Pres. Pool agreed. Dir. Ricetti asked about the next paragraph outside their place of use. If we merge and are part of their District, it's a problem for us to use their water? GM Koehler responded that it's clearly a problem for three of the areas. There is actually five but two of them are within the overlap area of the Flood Control District. Between 1988 and 2000 the annexations were completed and accepted by LAFCO. That application was completed and accepted by the State Water Board in 2004 and has been sitting there ever since. The issue is that there were two petitions filed. One of them is the change of place of use and the other is extension of time of water for beneficial use which is our 4900 acre feet right which requires construction of a reservoir. They refuse to separate the petitions now. They will only act on the change of place of use if they act on the petition for extension of time. If we push too hard they will say to go to license on the extension of time. If we try to go to license on that right we can maybe get 300 acre feet out of 4900 acre feet. Paul recommends leaving it alone. The application of 4900 acre feet has some value in a potential merger with flood control if you can change the place of use at the point of diversion so that the 2800 acre feet within the 4900 acre feet that are assigned to storage could be stored downstream. The Rancheria is getting funding lined up to try to drill another well. Prospects are poor. They are going to start with rehabbing their existing well. Pres. Pool asked what it means to rehab a well. GM Koehler explained that if the casings are clogged there are companies that specialize in clearing it but sometimes it is cheaper to abandon it and drill another well.

MOTION: Approve the Minutes of the April 17, 2014 Regular Meeting.

Hallman/Basili Discussion CARRIED

AYES: Unanimous

NOES: None

ABSENT: None

7. DIRECTORS AND STAFF REPORTS AND DISCUSSION OF NON-ACTION TOPICS.

a. Personnel Committee Report.

GM Koehler said he included the applicant's cover letter and application. GM Koehler interviewed him and attempted to set up an interview Board but everyone said to talk to Lyle. Lyle gave a glowing recommendation. Dir. Ricetti said she and Dir. Hallman met and liked that the applicant is interested in working in water and already has certification, education, and he has been working in this field. GM Koehler recommends hiring him but concerned over the pay. He explained the introduction period of six months and that this is an at will District. He discussed his concern of the pay of other employees. GM Koehler mentioned that the Ad Hoc Committee should meet again. It was decided to meet the following Monday morning at 9:00 a.m. Pres. Pool said the Ad Hoc Committee needs to review the whole picture including employee pay. The applicant has a D2, T2 and will start as an operator trainee, general laborer at an entry level position. Rosalind Peterson made a recommendation that when Board packets are available to the public not to have personnel information in it, such as addresses, phone numbers or social security information. GM Koehler and Pres. Pool thanked Rosalind and appreciated the information.

GM Koehler mentioned it was suggested to have another dual Board Meeting with FCD. There are issues of debt, assumption of zone of benefit, CDPH and relicensing. Michelle Fredericks is of the opinion that if RVCWD goes away the debt goes with the new entity and has to go through a new license permit process. The second issue that hasn't been resolved is that RRFCD is actually called the Mendocino County Russian River Flood Control and Water Conservation Improvement District. It was created by vote and is an off shoot of what later became Mendocino County Water Agency which is in existence on paper only. There is some contention that it can be made to be dissolved and in the legislation that created it there is a clause to make it go away. If the Board of Supervisors decides that its function has been completed they don't have to vote. GM Koehler's biggest concern of an improvement District is two things: 1) In a county water District there's a large section in the California water code that regulates what you can and can't do. 2) County water District's are not obligated to go to bid. But every other Special District has to go to bid. GM Koehler explained about the job Ernie Wipf is currently doing and if we had to go to bid Brelje and Race would still be working on the bid. The bid process can cost 25% to 30% of the job. The County Water District does not have to go to bid. They can go to bid but they don't have to. Those are issues that have to be resolved. Dir. Ricetti asked if new licensing would we be back to square one? GM Koehler responded we would be doing it in conjunction with CDPH and Cho, who basically does the surface water plants in Mendocino County. The TMF process would take 3 days if she was doing nothing else. GM Koehler said that he has never seen happen. Barraco leaves the first of June. GM Koehler suggested not signing the contract until we have the details worked out. The original plan was to have the dissolution of this Board to occur simultaneously with the General Election. Any of our Board Members who want to serve on the new entity would be eligible to run for election. We need to get everything in writing. The language of the LAFCO pre-app it states clearly there is not enough water to lift the moratorium. The temporary urgency change petition expires in June. Depending on how that gets dealt with it is unlikely that Sonoma will go back to the state Board and ask for a new change petition. It is possible that there could be some political maneuvering to lift their restrictions on their customer's 25% saying that there is no surplus. Dir. Ricetti asked if the merger takes place what happens to the people in Redwood Valley as far as rates for domestic and ag? How do we know we aren't going to be worse off than we are today? GM Koehler responded that's another issue and I don't necessary agree with the way Flood control as it exists now handles it. RRFCD along with the Sonoma County Water Agency considers themselves exempt from Prop 218 and have acted accordingly. They say we're wholesalers, this only applies to retailers. Initially our rates will go up. Dir. Ricetti asked

what about RRFCD rates? GM Koehler responded, we were paying \$37 per acre foot and they pay close to \$50 per acre foot, it's not a huge jump. They have temporarily raised their rates to about \$75.00 per acre foot.

Dir. Hallman mentioned that she is in favor of going to bid when it's a large job and she felt we haven't done well. GM Koehler stated again we are not required to go to bid. It slows the process by a couple months minimum. He is comfortable with Ernie Wipf.

GM Koehler mentioned the grant application and it is now about 2 ½ million dollars from Willow to Redwood including two wells.

GM Koehler stated the dual Board Meeting RRFCD/RVCWD is May 28th at 5:00 p.m. at Barra's and if anyone wants to add to the agenda to let him know.

GM Koehler mentioned he will be leaving on vacation May 19th and returning to work on the 28th.

A) District Operations: GM Koehler stated that Steven and Scott are working though the punch list. They will probably install the alarms early next week. They did an amazing job putting in the pipeline between the two clarifiers. They built a 10" duct wire swing joint, twelve feet in the air. The two flanges were not parallel. We have septic tank issues, all the sample drains were going into the septic tank. They are putting all the lines into the ponds to be recycled. Also there is a good chance we can eliminate the need for the doubled wall tanks. The leach tank is already double walled. The other tank can be plumbed such that we can put a small retaining wall around them. If they rupture that would also go into the pond. The entire tank can get in there and it wouldn't hurt anything. That would save us costs on the three double tanks at \$30,000. The other advantage is concern over open containment around the tank and if you spill any chemicals and if it rains you have more volume of potential hazardous waste.

B) Well: GM Koehler stated there are two proposals from two reputable companies. Dudek's home office is Santa Barbara. President Pool asked GM Koehler to explain the situation to the audience. GM Koehler explained the City of Ukiah is pleased with sitting on top of a reservoir of a great deal of percolated ground water. They're drilling another well. Supposedly Masonite #6 is in the same aquifer and Millview has drilled another well north in that same aquifer. The only high producing wells in Redwood Valley were essentially underflow right by the river. We're attempting to go about 600 ft. to 1,000 ft. and we would be able to demonstrate it is not underflow. We want to be on the south end of the valley. The Masonite well has been tested at about 1,000 gpm. and I think 500 ft. deep. There are two properties we are interested in to drill a well. For ground water we're looking at 100' x 100'. GM Koehler called three hydrologists and one was too busy. Dudek has a good reputation and their offices are all over California. They would bring specialist from Santa Barbara which would increase the cost. Their proposal stopped at the preliminary which is about \$40,000 to do the site evaluation. Luhdroft & Scalmini is a similar amount of money for the first scope of work but they're out of Woodland and it would be less travel time. They gave us a multi stage proposal which leads all the way to a 500gpm production well at total price of \$800,000. If we hit 1,000 gpm, which is unlikely, we would put in a bigger pipe. Pres. Pool asked if the upsizing of the pipe would have to go all the way up School Way. GM Koehler said from either side, Barra or H&W. Dir. Todd asks if we hit 1,000gpm would it be 500 for domestic and 500 for ag? GM Koehler replied anything is possible.

Dir. Hallman mentioned the letter from Calpella or Millview and it stating specifically domestic water. GM Koehler replied anything can change. If it's our water from the well, they have nothing to say. Not sure 500gpm is enough water for ag. When running frost protection we're doing 8,000gpm with two pumps. The \$800,000 is inserted into the IRWM grant process. The downside is the IRWM process is to be paid up front. The money will probably be released in October. They pay ¾ of the cost and the recipients pay 25%. Ukiah is acting as the lead agency. Their cost on well nine is about one million dollars and can be used to offset the match. If we don't get the Erwin money, we are guaranteed the Prop 84 money which has a \$250,000 cap. It might cost us \$150,000, it might cost nothing. Ernie Wipf thinks he will come in under \$400,000. GM Koehler would recommend going with Scalmini from Woodland. Dir. Ricetti asked if we got 500gpm how much independence does that give us. GM Koehler said 100% for domestic. We need 350gpm to have our customers made whole and that's running 24/7. Dir. Todd asked if the well would continually go into the pond? GM Koehler said if groundwater and doesn't need to be treated, it would not go into the pond. It would go right into the line.

Dir. Hallman asked if someone drilled a well in that area. GM Koehler stated as a public agency we are entitled to get well records. GM Koehler recommends to have site evaluations from the company from Woodland and see what happens. At some point we may need to drill a 6" well and then remain as a monitoring well and if proves out than drill a big one. Dir. Hallman asked if we would lease the property. GM Koehler stated that would remain to be negotiated. It could be an easement granted, anything is possible. Dir. Ricetti asked, if the well doesn't pan out would the grant money still pay. Gm Koehler the grant money would pay for the exploratory drilling but would not pay for a production well that doesn't pan out. Gm Koehler recommends we go with Ludhdroft & Scalmini, the company from Woodland. The grant application is going in next week. There was discussion about where Calpella gets their water.

President Pool commented that we're not likely to get another opportunity to get Grant Funding for a well. A member of the public asked how much funding is available for this project. GM Koehler replied it's one funding source but it's two hundred million dollars. The IRWM process favors consolidation. We also have Prop. 84 funding. The cost of one well is \$800,000. But they did give a line item of \$500,000 for a second well. Dir. Hallman said we need to get details on how the property owners want to deal with it. Martha Barra said she will check and let us know.

Motion: Approve Luhdroff & Scalmini Phase 1. Contact land owners to confirm details if good/bad well results.

Hallman/Ricetti discussion CARRIED

AYES: Unanimous

NOES: None

ABSENT: None

C) Masonite Well and Potter Valley Transfer: GM Koehler mentioned the Masonite well and Potter Valley transfer and that the Board of Supervisors voted unanimously to write a letter to National Marine Fisheries Services to find out why Dick Butler turned it down the last minute. Everyone agreed to it but then we got a letter from Dick and it dragged out and the one condition that had to be met 220 cf per second below Van Arsdale. Things have to change. Dick Bulter refuses to deal with it. President Pool said what John Pinches mentioned; until that's fixed raising Mendocino Dam won't help.

Dir. Ricetti asked if there has been any talk about the siren system, the fund money to get it to a 4. GM it's moving ahead. The county is the lead agency on this.

D) Letter to Editor: GM Koehler talked about the letter to the editor that President Pool wrote. He turned it in to the Ukiah Daily Journal and they said we needed a signature so he signed it and they attributed to me. Dir. Hallman said she didn't send any information to Bill. She told a friend (County Counsel) of the letter and how it was done and he said it reeked of a serial meeting and he advised me not to respond. She stated we need to careful of that in the future.

E) Supervisors Pinches: Discussion was at beginning of the meeting.

F) Intertie: GM Koehler reported that on Monday Ernie Wipf started the saw cutting and started construction yesterday. We're working with the landowner to improve the sighting of the building. He would like it placed further back and is willing to grant an easement to do that. Ernie will be done with the pipeline soon but then they have to build the building. It should be done in three months. PG&E doesn't need to upgrade the transformer. They will do a drop down to a temporary pole.

G) Water Usage: GM Koehler said we are working on the honor system for customers to tell us how many people per household. If people have animals, they have to use their water allocation of 50 gal. per person. There was discussion about water trucks and they have to get water from town. GM Koehler said we are not locking the hydrants because the locks are too expensive and they can be easily cut. We are relying on people reporting to us

any theft from hydrants. Rosalind Peterson asked if we should meter our hydrants. GM Koehler said no, the meters are about \$2,000 each.

H) Toilet upgrades: We committed \$7,500 if the grant is successful. It should give us one hundred toilets installed by a licensed plumber. The plumber agreed to remove the old toilet and Merle Reuser has said he will grind them up. It's a dual county project, Sonoma and Mendocino. There's a single flush that is .8 and a dual that is .5 and .9. We might volunteer to put in a shipping container here to store the toilets.

I) CasGem compliance- California State Groundwater elevation monitoring. We only have one well that we don't use. We offered up our well for monitoring.

J. Constraint. That is still being considered. We will know by June 1st.

Dir. Ricetti mentioned that irrigation customers are asking since there are not getting water, why do we have to pay for it and why do we have to pay for meter fees? GM Koehler said they can get the water back later. Dir. Hallman asked if we have more than one year of drought, how long does that carry over? GM Koehler said if all surface water fails and if the wells pan out we should have enough groundwater for 50 gals. per person day. If the long term groundwater is there we gain independence.

9. FINANCIAL REPORT. (Agenda Item No. 9)

Motion: Accept the financial Report
Hallman/Ricetti Disussion CARRIED
AYES: unanimous
NOES: None
ABSENT: None

10. LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY- LAFCO. (Agenda Item No. 10)

Already discussed.

11. M.C. INLAND WATER & POWER COMMISSION. (Agenda Item No. 11)

Dir. Hallman said she didn't make the meeting because she had car trouble. GM Koehler said he didn't go either. He heard a great deal of the conservation was about Eel Russian Commission, discussion about fisheries.

12. MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL & WATER CONSERVATION IMPROVEMENT DISTRICT. (Agenda Item No. 12)

GM Koehler said the lake levels are close to 2009. A lot of talk about debt and liability. This needs to be formalized. What is the entity? GM Koehler said he will continue working with Sean. Dir. Hallman asked if there were any other avenues. GM Kohler responded that Congressman Huffman may be able to touch basis with Senator Feinstein. GM Koehler said the fact that the debt goes with the entity consolidation won't happen. Dir. Hallman said you can't blame them for not wanting a 7 million dollar debt.

13. SONOMA COUNTY WATER AGENCY. (Agenda Item No. 13)

Place of use issue- GM Koehler talked to Darin Tran. GM Koehler has stated he has supplied all additional information requested.

The meeting ended at 10:15. P.M.

The next Regular Meeting is scheduled for 7:00 P.M. on Thursday, June 19, 2014 at the Water District Office, 2370 Webb Ranch Road, Redwood Valley, California.

Respectfully Submitted,
Paula Berezay, Acting Recording Secretary

APPROVED: Board of Directors

DATE APPROVED: 7/17/14

SIGNED: Paula Berezay
Secretary, Board of Directors