

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, JULY 19, 2022, AT 4:00 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD**

Members Present: Mayor Mike Weichers, Council Member Douglas Petersen, Council Member Scott Bracken, Council Member Shawn E. Newell, Council Member Ellen Birrell

Staff Present: City Manager Tim Tingey, City Attorney Shane Topham, Records Culture and Human Resources Director Paula Melgar, Community and Economic Development Director Michael Johnson, Public Works Director Matt Shipp, Finance and Administrative Services Director Scott Jorges, Police Chief Robby Russo, Assistant Fire Chief Riley Pilgrim, IT Manager Matt Ervin

1. WELCOME – Mayor Weichers.

Mayor Mike Weichers called the meeting to order at 4:00 p.m. and welcomed those present.

2. REVIEW OF BUSINESS MEETING AGENDA – Mayor Mike Weichers.

The Business Meeting Agenda items were reviewed and discussed.

Mayor Weichers reported he considered making a preliminary decision to postpone the vote on Agenda Item 5.1 regarding the Proposed Amended Compensation Schedule for the City’s Elective and Statutory Officers to allow for further public hearing. He preferred the option of receiving public comments and allowing the City Council additional time to review the item and vote at a later date.

City Manager, Tim Tingey reported that Resolution 2022-38 involves amending the designated areas closed to the discharge of fireworks for 2022 where areas have been reevaluated based on State standards and distance requirements. The matter was reviewed by the Fire Marshall who provided an evaluation and recommendation of modification to the City’s Fireworks Map prior to the 24th of July weekend. Staff recommended approval of the modification.

Assistant Fire Chief, Riley Pilgrim reported that fire chiefs from around the valley met the previous year to discuss the 2021 restrictions but have differing recommendations for the 2022 season. He reported that the Unified Fire Authority (“UFA”) will recommend fire restrictions but remain willing to act on additional requests. It was confirmed that the firework restriction includes all fireworks.

City Attorney, Shane Topham, reported that Resolution 2022-39 involves potentially accepting requests for indemnification. The Governmental Immunity Act of Utah provides that if a public employee is sued in a lawsuit, that individual has the right to request the governmental entity agree

to indemnify the employee in the lawsuit. The City, the Police Department, the City Manager, the Chief of Police, and three City police officers were named as defendants in a recently filed civil rights lawsuit concerning the arrest of an individual on May 5, 2021. The City employees filed requests with the City for indemnification pursuant to the Governmental Immunity Act of Utah. The City is required to accept such requests and provide defense and indemnity to the extent the subject acts or omissions occurred:

- a. During the performance of the employee's duties;
- b. Within the scope of the employee's employment with the City; or
- c. Under color of authority.

The resolution accepts the requests for defense and indemnification subject to a reservation of rights if the subject acts or omissions did not occur within those parameters.

Public Works Director, Matt Shipp, reported that Resolution 2022-40 involves consideration of an agreement with SIRQ, Inc. for Construction Manager/General Contractor Services. The City sent out a Request for Proposal (“RFP”) for a Construction Manager/General Contractor for the Public Works Facility. Three proposals were submitted to the City. The proposals were reviewed based on criteria and SIRQ, Inc. was selected as the best option. Mr. Topham stated that when an entity intends to construct a building of any magnitude, the standard in the construction industry is to use documents prepared and owned as proprietary assets by the American Institute of Architects (“AIA”). The proposed documents were displayed. Mr. Topham explained that the City’s risk is determined by the damages cap under the Governmental Immunity Act. Insurance limits were negotiated with the contractor and he felt that the City was more than adequately covered. The proposed Resolution would approve the City’s entry into AIA Document A133-2019 and AIA Document A201-2017 whereunder SIRQ, Inc. will provide Construction Manager/General Contractor services in connection with the City’s proposed Public Works Facility planned to be constructed on City-owned property located at 6579 South 3000 East.

3. COMCAST FIBER – Comcast Government Affairs Manager, Joseph Silverweig.

Comcast Government Affairs Manager, Joseph Silverweig reported that he handles relationships with local governments and presented information related to work within the community. It is Comcast’s goal to provide 21st Century entertainment to communities. They are currently building a network and complete experience for residents. A rendering of the service area was displayed. Over the course of the last year, Comcast conducted a thorough Serviceability Analysis that identified key lapses in coverage. The analysis identified 442 locations to be added that will get their service to almost complete coverage. It was submitted to Comcast for approval at a cost of \$1.250 million to the company. He emphasized that it comes at no cost to the City or State and does not require action on the part of Cottonwood Heights. The core infrastructure is fiber with coaxial cable download speeds of 1,000 GB and upload speeds of 20 GB to 50 GB. It was confirmed that extreme speed or “power users” are 1/10th of 1%. Mr. Silverweig reported that

Comcast uses nearly exclusive boring through the use of a small bore machine placed in a micro-conduit that is 18 to 24 inches in depth.

Council Member Birrell asked about the upload capability and expense to the average consumer. Mr. Silverweig stated the average consumer will benefit most from the 1,000 GB download speed package that includes a 50 GB upload speed, wireless gateway, and unlimited data. Council Member Birrell asked for the average cost to residential users. Mr. Silverweig responded that the average cost to residential customers would be \$55-\$65 per month. The installation process was described.

Technology capabilities were next discussed. Mr. Silverweig reported that Comcast Business is one of their best products and includes nearly all fiber connections. Comcast invested \$2 billion in 2021 due to an increase in need and capacity. He explained that although work habits have changed over the course of the past several years, the demand has not. He believed what sets them apart from their competitors is their Internet Essentials or their low-cost high-speed internet programs that are available for anyone who receives federal assistance. The program cost is \$10 per month with 50/5 GB speeds. It comes with a computer, access to Xfinity Wi-Fi hot spots, and a wireless router. Comcast is also a participant in the Affordability Connectivity Program (“ACP”) which is part of the Federal program at a cost of \$30 per month. He confirmed that Comcast has signed up eight million consumers in the last two years for the Internet Essentials Program.

Commissioner Newell commented that the two low-cost programs were critical during COVID. Comcast made it possible for many students to have internet access and continue to provide the service.

Mr. Silverweig highlighted Comcast services and expressed gratitude to the City for its interest. He confirmed that Comcast does not slow down speeds and unlimited internet data has become recently available for both existing and new consumers.

4. STAFF REPORTS

a. Butlerville Days Festivities Report – Culture Manager Ann Eatchel.

Culture Manager, Ann Eatchel presented the Butlerville Days activities and stated that the Carnival will begin set up the morning of Tuesday, July 26 with festivities beginning Thursday, July 28 at 4:00 p.m. Activities will include five food trucks and Painting in the Park. Field items will arrive on Wednesday. Friday and Saturday will include 18 food trucks in addition to the Carnival food vendors. Yoga with Yogurt will kick off Friday morning at 7:00 a.m. followed by the chocolate contest, evening musical entertainment, and the movie *Sing 2* at 9:00 p.m. Saturday morning will begin with a High Fitness Class, a Historical Walking Tour, the Annual Car Show with awards, and *The Salamanders* performance in the evening prior to the fireworks display. Parade safety guidelines were described. The use of signage reminding participants to remain seated and refrain from getting on or off a moving vehicle was suggested. Ms. Eatchel emphasized the need for safety and procedures were reviewed.

b. City Council Policies Discussion – Mayor Weichers and City Manager Tim Tingey.

City Manager Tim Tingey presented a summary of the changes to City Council policy, which include gas reimbursement and no use of personal computers to conduct City business. He reported that when Staff met with the City Council during the Council Retreat, changes to policies were discussed. It was agreed that modifications would be presented to the Council during a Work Session for consideration requiring the passage of a Resolution.

c. Sensitive Lands Evaluation and Development Standards (“SLEDS”) Ordinance Update – Community and Economic Development Director, Michael Johnson.

Community and Economic Development Director, Michael Johnson, presented an overview of the Sensitive Lands Evaluation and Development Standards (“SLEDS”) Ordinance and stated that the idea was presented in May 2021 and progressed in January 2022 with the Planning Commission. The SLEDS Ordinance has been discussed at six meetings and changes were available publicly for review. He reported that the Hazards Map has gone through the most significant change and is regulated by SLEDS with a corresponding area of the City where hazards are most likely to occur. Updates and clarifications include the Steep Slopes Section, the addition of a New Riparian Water Corridor, and Riparian Protection Standards with amendments that take into account the most updated industry standards and data available to the engineer to mitigate and improve regulations. The SLEDS overlay map was displayed. The primary purpose of the proposed ordinance amendment was to update the official City maps to match the latest geologic hazards data. Staff prepared an interactive online map that includes the current Sensitive Lands Overlay, the proposed Sensitive Lands Overlay, each of the hazard maps, and 20 ft./100 ft. contour lines.

Mr. Johnson clarified references in the Ordinance to the City, Staff, and Development Review Committee (“DRC”). It has been clarified and now states, “For the purposes of this Chapter (Sensitive Lands) and unless otherwise specified, all decisions, approval, and recommendations by the City shall be made by the DRC.” He noted that the DRC is comprised of City Staff approved annually by the City Council by Resolution.

Revisions to the Slope Development Standards were next reviewed. Mr. Johnson stated that an area of proposed clean-up language pertains to Steep Slope Hazards. The slope standards have been updated to clarify that no grading, retaining walls, or structures are allowed on steep slopes, with exceptions allowed for slope areas under two acres that are not connected to a larger slope area and that are not natural slopes east of Wasatch Boulevard.

The Single-Family Lots Section was been updated and states that the required 3,500 square feet of buildable area for each lot must be a minimum dimension of 50 feet in both length and width. Areas outside minimum setbacks cannot be counted toward buildable area requirements.

“Maximum Impervious Surface” was updated and states that properties in SLEDS districts are limited to a maximum impervious surface area of 30%. New language was added to the Code to allow this coverage requirement.

The Geologic Hazard Reports added language requiring the City to report to the Division of Occupational and Professional Licensing (“DOPL”) when a professional report has been found to be excessively deficient. Built grading plans are required to be stamped by the Geotechnical Engineer and the Engineer that prepared the grading plans.

The Appeals process was updated and specifies that the Hearing Officer will continue to serve as the authority for hearing appeals, however, the City may assemble a panel of professionals to assist with technical disputes.

Technical changes were made with regard to fault lines with the greatest stating that the required minimum setback is 20 feet.

Mr. Johnson explained that the Riparian Protection Area has been added and applies to large waterways, primarily Big and Little Cottonwood Creek. The purpose is to protect the natural waterway areas, guide development in ways that enhance the areas, improve water quality, minimize flood hazards, and protect the value associated with riparian corridors. This establishes zones or areas based on the distance from the top of bank while limiting what can be done within those areas. A visual rendering was displayed.

Mayor Weichers understood that Cottonwood Heights and its efforts with Riparian Protection are far above what other municipalities are doing. He expressed appreciation to City Staff.

d. Mid-Valley Active Transportation Plan – Community and Economic Development Director, Michael Johnson.

Mr. Johnson presented the Mid-Valley Active Transportation Plan and reported that he recently received a recommendation of approval from the Planning Commission. This is a Regional Plan funded by Wasatch Front Regional Council (“WFRC”) and Transportation Land Use Connection grants. The participating cities include Cottonwood Heights, Midvale, Taylorsville, Murray, the City of Holladay, and Millcreek. The goal was to have each participating city have an Active Transportation Master Plan created in a way that establishes “backbone active transportation routes” providing interconnectivity. The vision and goals were reviewed. Mr. Johnson stated that it commenced in 2019 and a draft was provided to each of the six cities for consideration and approval. A map was displayed.

Mr. Johnson reported that the WFRC is the source of multiple grants that are administered regardless of whether they are State, County, or Federal. The Utah Department of Transportation (“UDOT”) also supplies multiple grants. Sources of funding were discussed. Mr. Johnson confirmed that based on public feedback, Staff is prepared to receive public comment and move the Mid-Valley Active Transportation Plan forward.

Prior to presenting the matter to the public, Council Member Birrell requested a large map to be provided describing the trail network and identifying the primary areas within the City.

5. Review of Calendars and Upcoming Events.

- a. **City Hall will be closed in observation of Pioneer Day on July 25th.**
- b. **Cottonwood Heights Butlerville Days – July 28-30, 2022 (Volunteers and Sponsors needed. For more information, visit Butlervilledays.com).**
- c. **Movie in the Park: *Sing 2* will be on July 29th at Butler Park starting at 9:00 p.m.**
- d. **City Council Meetings will be on August 2 at City Hall starting at 4:00 p.m.**
- e. **Movie in the Park: *Spiderman: No Way Home* will be on August 12th at Butler Park starting at 9:00 p.m.**
- f. **City Council Meetings will be on August 16 at City Hall starting at 4:00 p.m.**
- g. **Future City Council Meetings will be held September 6 and 20, October 4 and 18, November 1 and 15, and December 6 and 20, 2022 at City Hall starting at 4:00 p.m. unless otherwise noticed.**

6. POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION, AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL.

There was no closed meeting.

7. ADJOURN CITY COUNCIL WORK SESSION.

MOTION: Council Member Birrell moved to ADJOURN. The motion was seconded by Council Member Newell. The motion passed with the unanimous consent of the Council.

The Work Session adjourned at 5:57 p.m.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING
HELD TUESDAY, JULY 19, 2022, AT 6:31 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD**

Members Present: Mayor Mike Weichers, Council Member Douglas Petersen, Council Member Scott Bracken, Council Member Shawn E. Newell, Council Member Ellen Birrell

Staff Present: City Manager Tim Tingey, City Attorney Shane Topham, Records Culture and Human Resources Director Paula Melgar, Community and Economic Development Director Michael Johnson, Public Works Director Matt Shipp, Finance and Administrative Services Director Scott Jurgens, Police Chief Robby Russo, Assistant Fire Chief Riley Pilgrim, IT Manager Matt Ervin

1.0 WELCOME – Mayor Weichers.

Mayor Mike Weichers called the meeting to order at 6:31 p.m. and welcomed those present.

2.0 PLEDGE OF ALLEGIANCE.

The Pledge of Allegiance was led by Council Member Bracken.

Mayor Weichers acknowledged the Unified Fire Authority (“UFA”) for their excellent performance during a fire in the City. The UFA worked in conjunction with Sandy City, whose entire Fire Department was deployed to Cottonwood Heights. He expressed his gratitude to all involved for the protection and services both departments provided.

3.0 CITY COUNCIL COMMITTEE REPORTS.

3.1 Committee Reports by Council Member Doug Petersen.

Council Member Petersen stated he finds enjoyment in speaking with citizens and in addition to serving on the City Council, he participates in the Mosquito Abatement District, the Compensation Committee, Business Development within the City, and the Parks, Trails, and Open Space Committee. There are many aspects included with his position and calls are received daily regarding the maintenance of streets, speeds, and drains that do not drain. He appreciated the opportunity to work with the residents and the City Council.

3.2 Committee Reports by Council Member Scott Bracken

Council Member Bracken reported that he serves on the Budget Committee, Wasatch Front Waste and Recycling District, Butlerville Days Committee, CH2 Committee, and Youth City Council. The CH2 Committee includes service with the Cottonwood Heights Recreation Center and the

services they maintain. He reported that the Youth City Council is provided with educational opportunities regarding running municipalities, assists with Butlerville Days, the Easter Egg Hunt, and all types of activities sponsored by the City.

3.3 Committee Reports by Council Member Shawn Newell.

Council Member Newell reported that in addition to serving on the City Council, he serves on the Budget Committee, the Arts Council, and Emergency Management. He is currently working on broadband access and making it available to all citizens. He works with the Office of Economic Opportunity and their Commission to reach out to businesses, industries, and municipalities to determine how to best improve the removal of barriers to effective policymaking and innovation. He emphasized the importance of providing a higher level of impacts that come from the State that may potentially affect Cottonwood Heights and seeks to provide insight and opportunities for growth in a way that is outside of serving on the City Council.

3.4 Committee Reports by Council Member Ellen Birrell.

Council Member Birrell expressed appreciation to former Mayor Mike Peterson for his involvement with the pickleball courts and emphasized the importance of perspective and bias while working on the General Plan. She thanked Christine Mikell for her efforts toward sustainability during her time on the City Council. She was interested in focusing on drought conditions to long-term aridification as the City puts policies in place and supports the efforts of residents to reduce water concerns. The Historical Committee completed the first leg of the City's Oral History. It is available on the City website. Information was to be provided regarding the Little Cottonwood Canyon Environmental Impact Statement ("EIS") related to both the Canyon and Wasatch Boulevard. She would continue to update the website and reported that a newsletter subscription is available as well.

3.5 Committee Reports by Mayor Mike Weichers

Mayor Weichers reported that in addition to serving as the Mayor of Cottonwood Heights, he serves as a Board Member for Unified Fire Authority where he was recently nominated as Vice-Chair. He has also been nominated to serve as a Salt Lake County Board of Health Board Member. He serves as the Liaison for the Canyons School District and emphasized the importance of their schools being prepared. He stated that they are doing everything possible as a City and a Police Department to provide support. They will be meeting with Brighton High School Administration along with Police Chief, Robby Russo, the School Resource Officer, and City Staff to ensure that an Active Shooter Plan is in place. Meetings with the remaining schools in the City will follow.

Chief Russo reported that the Police Department appreciates the City's support and emphasized the importance of not becoming desensitized to the world and remaining vigilant and prepared. The Police Department takes part in Active Shooter Drills in schools with their weapons loaded using small, non-lethal paintballs. Juvenile actors are used who may be injured, reaching for help, running from the scene, or providing information. The drill is filmed, they provide a debriefing,

photographs are taken, and then it is repeated. A drill rendering was displayed. Chief Russo explained that if there is an Active Shooter situation, the Police Department does not surround the school and wait for SWAT to arrive but enters with an attack team approach.

4.0 CITIZEN COMMENTS

Leslie Kovac appreciated the City Council's willingness to listen and take action on her request to post signage on Wasatch Boulevard regarding jake brakes. She asked for enforcement of the continuing noise issue.

David Lechmann gave his address as 1271 Siesta Drive where Dominion Energy is redoing the existing gas line. He noted that there is currently only one drain. He expressed frustration with flooding and debris plugging the storm drain and stated that a recent filter has only exacerbated the problem. He believed that with a significant rainstorm, the drain will get plugged and spread road base on his driveway and yard. He requested that the sieves be removed.

Council Member Petersen stated that they visited the site and confirmed that there is only one drain. The City is aware of the issue and the area in question is part of the City's Stormwater System Plan for restructuring.

David Berry addressed the SLEDS Ordinance and riparian restrictions. He expressed frustration with the City putting proposals in place the year prior with no public notice or input specifically for those who live along the riparian streams. He asked the City Council to consider the signatures gathered and hold meetings with those who reside along the creek as opposed to tightening restrictions. He asked that the residents be allowed to give input.

There were no further public comments.

5.0 PUBLIC HEARING

5.1 Proposed Amended Compensation Schedule for the City's Elective and Statutory Officers – City Manager, Tim Tingey, and City Attorney, Shane Topham.

City Manager, Tim Tingey presented the Staff Report and stated that there is a requirement in the City Code to review compensation for Statutory Officers and Elective Officials. This evaluated overtime. The last time there was a modification to the Ordinance was in 2013. It also included components for the Cost-of-Living Allowance. Market studies were conducted for Staff and the City but did not review market comparable and compensation adjustments for elected officials and statutory officers. He reported that the Benefits and Compensation Committee was asked to review the market and comparisons throughout the City. Responses from seven surrounding communities were provided regarding the Mayor positions ranging from \$58,000 to \$24,000 with an average of \$42,000. Staff proposed a slight market adjustment below the average of \$40,000. Responses from 12 surrounding communities were provided and included data regarding City Council

positions ranging from \$38,000 to \$15,000 with an average of \$22,700. Staff proposed an adjustment slightly below average for \$22,500. The Mayor and City Council adjustments were proposed for consideration, have been out for public comment, and now requires a public comment period be considered. He confirmed that the proposed changes would be effective July 1, 2023.

Mayor Weichers opened the public hearing.

Chanel Stewart asked if the compensation is being considered solely for the Mayor and City Council. She understood that Cottonwood Heights has one of the highest costs of living in Salt Lake County and was in favor of the raise in compensation.

Mr. Tingey stated that through the budget process, all other employees were evaluated through a merit proposal as well as the cost of living that were implemented as part of the budget process and the adoption of the budget. The current proposal is for the elected officials.

David Berry indicated that he found that the mechanism for compensation in the City includes only those who are employed by the City. There is no citizen input from the Budget Compensation Committee. He believed there is a clear conflict of interest that cannot be avoided and encouraged a process other than restricting it to only those being compensated.

Mayor Weichers explained that the purpose of the public hearing is to provide citizen comment and input for instances such as this.

6.0 ACTION ITEMS

6.1 Consideration of Ordinance 386 Approving an Amended Compensation Schedule for the City's Elected and Appointed Officers.

MOTION: Council Member Bracken moved to continue the public hearing until the next City Council Meeting on Tuesday, August 2, 2022. The motion was seconded by Council Member Petersen. The vote passed with the unanimous consent of the Council.

Mr. Topham described the process of adjusting officer compensation in Utah as provided in Utah Code Ann. 10-3-818. It lays out exactly how the process works. He confirmed that it is precisely the process Cottonwood Heights has followed.

6.2 Consideration of Resolution 2022-38 Amending the Designated Areas Closed to Discharge of Fireworks for 2022.

Assistant Fire Chief, Riley Pilgrim, presented the above resolution. He reported that State Statute typically addresses 200 feet with an open space, densely wooded area, or historical problematic fire area. The previous year, all fireworks were restricted east of 1300 East from Salt Lake City to Draper. The current year they went back to more of a surgical restriction in various areas. He explained that due to extenuating circumstances including dry weather and an ongoing drought,

two new areas were taken into consideration. A map depicting restricted areas was displayed. He reported that restricting 3500 East eastward and Creek Road southward creates other misunderstandings potentially for residents. The amended area essentially goes from Bengal Boulevard to Danish Road and encompasses the 200-foot area when initiating the second round of restrictions. Problematic areas were identified. He noted that communications will be added to the Salt Lake County Map and posted on the City's website and social media account.

MOTION: Council Member Newell moved to APPROVE Resolution 2022-38. The motion was seconded by Council Member Birrell. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

6.3 Consideration of Resolution 2022-39 Accepting Requests for Indemnification.

MOTION: Council Member Bracken moved to APPROVE Resolution 2022-39. The motion was seconded by Council Member Petersen. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

6.4 Consideration of Resolution 2022-40 Approving an Agreement with SIRO, Inc. for Construction Manager-General Contractor Services.

MOTION: Council Member Bracken moved to APPROVE Resolution 2022-40. The motion was seconded by Council Member Newell. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

7.0 CONSENT CALENDAR

7.1 Approval of the City Council Work Session and Business Meeting Minutes for July 5, 2022.

MOTION: Council Member Newell moved to APPROVE the City Council Work Session and Business Meeting Minutes from July 5, 2022. The motion was seconded by Council Member Birrell. The motion passed with the unanimous consent of the Council.

8.0 ADJOURN CITY COUNCIL BUSINESS MEETING.

MOTION: Council Member Bracken moved to ADJOURN. The motion was seconded by Council Member Petersen. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 7:34 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights City Council Work Session and Business Meeting held Tuesday, July 19, 2022.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: August 2, 2022