



Meeting Minutes

Napa County Board of Supervisors

Joelle Gallagher, District 1
Ryan Gregory, District 2
Anne Cottrell, District 3
Alfredo Pedroza, District 4
Belia Ramos, District 5

* This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Support Services Public Authority of Napa County, LakeBerryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

Tuesday, January 10, 2023

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

***Consolidated**

1. **CALL TO ORDER; ROLL CALL**

Present: Chair Belia Ramos, Supervisors Anne Cottrell, Joelle Gallagher, Ryan Gregory, and Alfredo Pedroza. The meeting was called to order by Chair Belia Ramos.

2. **PLEDGE OF ALLEGIANCE**

City of American Canyon City Manager Jason Holley led the assembly in the Pledge of Allegiance.

3. **APPROVAL OF MINUTES**

- A. Clerk of the Board requests approval of minutes from the December 6, 2022, [23-0013](#)
December 13, 2022 and January 3, 2022 regular meetings.

Motion Text: Approve Minutes.

Voting Yes: Gregory, Pedroza, Cottrell, Gallagher, and Ramos

Recusals: None

Result: Passed

4. **PRESENTATIONS AND COMMENDATIONS**

- A. Director of Human Resources to introduce new County employees. [23-0058](#)

Director of Human Resource Christine Briceño introduced the new County of Napa employees.

- B. Presentation of a Proclamation to be received by Annmarie Baker, Program Manager, Cope Family Center, recognizing January 2023 as “5th Annual Positive Parenting Awareness Month” in Napa County. [23-0066](#)

Chair Belia Ramos presented a proclamation.

Program Manager for Cope Family Center Annmarie Baker received the proclamation and provided comments.

ParentsCan Program Director Lisa Colarusso and UpValley Family Centers Executive Director Jenny Ocón provided comments.

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

Director of Public Works Steve Lederer provided an update on the impacts of the recent storms. Discussion held.

Direction provided to staff.

6. CONSENT ITEMS - SPECIAL DISTRICTS

Motion Text: Approve Special Districts Consent Calendar.
Voting Yes: Pedroza, Gregory, Cottrell, Gallagher, and Ramos
Recusals: None
Result: Passed

Napa County Groundwater Sustainability Agency

- A. Interim Director of Planning, Building and Environmental Services requests adoption of a Resolution in support of an \$8,831,790 grant application to the California Department of Water Resources in support of Napa County’s Sustainable Groundwater Management Program and the Napa County Groundwater Sustainability Agency’s (GSAs) implementation of the Groundwater Sustainability Plan through April 30, 2026. [22-2305](#)

Enactment No: R-2023-01

Monticello Public Cemetery District

- B. Interim County Executive Officer requests the reappointment of Patrick Scribner and Janice Gauthier to represent Member on the Monticello Public Cemetery District (MPCD) Advisory Committee with the terms of office to commence immediately and expire December 31, 2026. [22-1933](#)

Napa Berryessa Resort Improvement District

- C. District Engineer requests the approval of a Budget Transfer for the following (4/5 vote required): [22-2265](#)

1. Increase appropriations by \$135,000 in the NBRID Fund 5240, Organization 5240500, Project 16022 (USDA Bond-Wastewater Depr Rsv) with use of its available fund balance:
2. Increase appropriations by \$75,000 in NBRID Fund 5240, Organization 5240500, Project 16023 (USDA Bond-Water Depr Rsv) with use of its available fund balance:
3. Increase appropriations by \$135,000 in the Project 21071 (USDA Res WWTP) budget (Fund 5240, Organization 5240500) offset by an increase in revenue from the transfer-in from the NBRID Project 16022 budget; and
4. Increase appropriations by \$75,000 in the Project 21072 (USDA Res WTP) budget (Fund 5240, Organization 5240500) offset by an increase in revenue from the transfer-in from the NBRID Project 16023 budget.

- D. District Engineer requests the approval of a Budget Transfer for the following (4/5 vote required): [22-2268](#)

1. Increase appropriations by \$100,000 in the 2020 Lightning Fire Complex (Fund 1000, Org 1058006 Object 56100) with use of its available fund balance; and
2. Increase appropriations by \$100,000 in the newly created Project 23032 (Woodhaven) budget (Fund 5240, Org 5240500, Object 52360) offset by an increase in revenue from the transfer-in from Organization 1058006 - 2020 Lightning Fire Complex.

7. CONSENT ITEMS

One (1) person spoke during public comment.

Motion Text: Approve Consent Calendar.

Voting Yes: Gregory, Pedroza, Cottrell, Gallagher, and Ramos

Recusals: None

Result: Passed

County Counsel

- A. Interim County Counsel requests authority to waive potential conflicts within the law firm of Downey Brand LLP, which represents the County on matters before the California Public Utilities Commission, and represents Goodfellow-Teichert-Odin, a Joint Venture in breach of contract litigation against CalRecycle related to structure debris and hazard tree removal from the 2020 wildfires. [22-2329](#)

County Executive Office

- B. Interim County Executive Officer requests the reappointment of Kerry Ahearn to represent Community-based Drug & Alcohol Treatment Program on the Napa County Juvenile Justice Coordinating Council with the term of office to commence immediately and expire December 31, 2025. [22-1941](#)
- C. Interim County Executive Officer requests the reappointment of Charles Koch to represent the General Public on the Napa County Airport Land Use Commission (ALUC) with the term of office to commence immediately and expire on December 17, 2026. [22-2003](#)
- D. Interim County Executive Officer requests the reappointment of Patricia Sullivan representing Consumer to the Napa County Mental Health Board with a term of office to commence immediately and expire on January 1, 2026. [22-2014](#)
- E. Interim County Executive Officer requests the reappointment of Barbara Pahre to serve as the Board of Supervisors' representative on the Golden Gate Bridge, Highway, and Transportation District with the term of office to commence immediately and expire January 1, 2025. [22-2168](#)
- F. Interim County Executive Officer requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190310B with GC Services for a maximum of \$100,000 annually to provide victim restitution services. [22-2199](#)
- Enactment No: A-190310B Amend. 1**
- G. Interim County Executive Officer requests the reappointment of Michele Grupe, Jennifer Ocon, and Kecia Lind to represent Member on the First 5 Napa County Children and Families Commission with the terms of office to commence immediately and expire January 1, 2027. [22-2206](#)
- H. Interim County Executive Officer requests the reappointment of James V. Jones as Trustee for the Bar Association and Anthony Halstead as Trustee for the Board of Supervisors to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2023. [22-2215](#)

- I. Interim County Executive Officer requests the appointment of Judith Myers to fill a vacancy on the Napa County Housing Commission representing Affordable Housing Developer with the term of office to commence immediately and expire on October 01, 2023. [22-2314](#)

- J. Interim County Executive Officer requests adoption of a Resolution making findings in accordance with Assembly Bill (AB) 361 and Government Code Section 54953, for Board of Supervisors and County boards and commissions (including committees) to hold remote teleconference meetings due to the threat of COVID-19. [23-0047](#)

Enactment No: R-2023-01

County Fire Department

- K. Deputy County Fire Chief requests the following actions regarding the complimenting of purchased fire vehicles in the Operational and Fire Marshal subdivisions: [22-2196](#)

1. Approval of a Budget Transfer increasing appropriations by \$77,500, Fire - Operations (2100000-55400) \$40,400 and to the Fire Marshal's subdivision (2100001-55400) \$37,100; offset by a decrease in Fire Protection Operations 53355;
2. Establishing capital assets in the amount of \$77,500 for emergency lighting and sound, graphics, truck bed compartment, and camper shell for four recently purchased vehicles; and
3. Request waiver of competitive bidding requirements for vendors used to complement each vehicle. (4/5 vote required)

- L. Deputy County Fire Chief requests authorization to declare Asset Nos. 26937, 26999, 27003, 27013, 27110, 27111, 27112, and 27141, Holmatro Rescue Equipment Pumps, which are capital assets, as surplus and no longer required for public use, remove them from the inventory, and dispose of at public auction. (4/5 vote required) [22-2257](#)

- M. Deputy County Fire Chief requests adoption of a Resolution ratifying Ordinance No. 2022-02 of the American Canyon Fire Protection District adopting the 2022 California Fire (Code of Regulations Title 24, Part 9) and related model codes with appendices and amendments. [22-2284](#)

Enactment No: R-2023-02

- N. Deputy County Fire Chief requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 220290B with AP Triton increasing the amount by \$7,691 for a new maximum of \$77,691 extending the term through June 30, 2023, amending the scope of work to include services to develop a community survey and conduct a town hall forum for the Master Plan. [23-0053](#)

Enactment No: A-220290B Amend. 1

Health and Human Services Agency

- O. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Agreement No. 230240B with TBH Management, LLC. dba Traditions Behavioral Health, for a maximum of \$2,571,840, for a term of December 8, 2022, through June 30, 2026, for the provision of medication clinic services. [22-2118](#)
- Enactment No: A-230240B**
- P. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign the following agreements, for a term upon approval through June 30, 2025, to provide On-the Job Training (OJT) opportunities to trainees: [22-2291](#)
1. Agreement No. 230218B with On the Move, Inc., for a contract maximum of \$50,000 per fiscal year; and
 2. Agreement No. 230220B with The Salvation Army, for a contract maximum of \$60,000 per fiscal year.
- Enactment No: A-230218B; A-230220B**
- Q. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 170565B with Susana Cinelli, LCSW, for a new annual maximum of \$30,000, for the term upon approval through June 30, 2023, and each subsequent automatic renewal thereafter, to provide counseling to clients referred by HHSA's Child Welfare Services(CWS) Division. [22-2292](#)
- Enactment No: A-170565B Amend. 4**
- R. Director of Health and Human Services Agency (HHSA) requests approval and authorization for the Chair to sign Amendment No. 1 to Revenue Agreement No. 220360B with Mental Health Services Oversight and Accountability Commission (MHSOAC) to increase the contract maximum to \$2,954,476 and extend the term for an additional six months, through December 31, 2026, to enhance the County's partnership and support of school-based mental health programs. [22-2297](#)
- Enactment No: A-220360B Amend.1**

Housing & Homeless Services – Division of CEO’s Office

- S. Director of Housing & Homeless Services requests approval of a Budget Adjustment to purchase 12 commercial washing machines and 12 dryer units (4/5 vote required): [22-1948](#)
1. Increase Transfer Out Appropriation \$39,500 (Fund 5060, Org 5060000, Obj 57900) offset by available fund balance;
 2. Increase Transfer In Revenue \$39,500 (Fund 5060, Org 5060501, 5060502, 5060503, Obj 49900);
 3. Increase Donations Revenue \$32,000 (Fund 5060, Org 5060501, 5060502, 5060503, Obj 47500);
 4. Increase Household Expense Appropriations \$64,000 (Fund 5060, Org 5060501, 5060502, 5060503) to purchase laundry equipment; and
 5. Increase Maintenance-Equipment Appropriations \$7,500 (Fund 5060, Org 5060501, 5060502, 5060503) for maintenance of the laundry equipment.
- T. Director of Housing & Homeless Services Department requests: [22-2255](#)
1. Authorization for the Auditor-Controller to pay eight invoices from Catholic Charities in the amount of \$92,000.00 over one (1) year old; and
 2. Approval of a Budget Adjustment increasing appropriations in Housing & Homeless Programs (Fund 2030, Subdivision 2030000) in the amount of \$92,000 with offsetting increase from Transfer In from available fund balance in the Whole Person Care Special Revenue Fund (Fund 2460, Subdivision 2000850). (4/5 vote required)

Human Resources – Division of CEO’s Office

- U. Director of Human Resources and Interim County Executive Officer request adoption of a Resolution amending the Table and Index of Classes, Appropriate Personnel Policies, and the Departmental Allocation List for the County Executive Office by adding two 1.0 full-time equivalent (FTE) Deputy Clerk of the Board I/II/Senior, and one 1.0 FTE Deputy Clerk of the Board of Supervisors I/II, and deleting one 1.0 FTE Deputy Clerk of the Board of Supervisors and two 1.0 FTE Board Clerk I/II, effective January 21, 2023, with no increase in FTE, and no impact to the County General Fund. [22-2263](#)
- Enactment No: R-2023-03**
- V. Director of Human Resources requests adoption of a Resolution approving a Total Tentative Agreement (TTA) with the Napa County Probation Professionals Association (NCPA) Non-Supervisory Probation Unit and Supervisory Probation Unit (Union), including salary increases in fiscal years 2022-2023, 2023-2024, 2024-2025, and 2025-2026 and a one-time payment of \$1,500. [23-0007](#)

Enactment No: R-2023-04

- W. Director of Human Resources and Assessor-Recorder-County Clerk request adoption of a Resolution amending the Departmental Allocation List for the Assessor-Recorder-County Clerk's Office by deleting one 1.0 full-time equivalent (FTE) Appraiser I, adding one 1.0 FTE Appraiser I/II, effective June 25, 2022, and adding one 1.0 FTE Mapping Technician - Limited Term, effective January 21, 2023 through June 30, 2024, with a net increase of 1.0 FTE, and no impact to the County General Fund. [23-0011](#)

Enactment No: R-2023-05

- X. Director of Human Resources requests adoption of a Resolution amending the Table and Index of Classes to reflect a salary increase for members of the Board of Supervisors, effective July 1, 2022, as authorized by Napa County Ordinance No. 1263. [23-0016](#)

Enactment No: R-2023-06

Library

- Y. Director of Library Services and Community Outreach requests the following: [22-2302](#)
1. Board to accept and instruct the Clerk of the Board to file the quarterly report of donations in the amount of \$2,000 or less gifted to Library from October 1, 2022, through December 31, 2022;
 2. Authorization to accept a donation in the amount of \$25,000 from the Winiarski Family Foundation; and
 3. Chair to sign a letter of appreciation in acceptance of the donation.

Planning, Building and Environmental Services (PBES)

- Z. Interim Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 210402B with BAE Urban Economics, increasing the total contract amount by \$81,780 for a new maximum of \$849,032, and amending the scope of work to include additional support for the preparation of the Housing Element & Safety Element Updates. [22-2241](#)

Enactment No: A-210402B Amend. 2

- AA. Interim Director of Planning, Building and Environmental Services requests adoption of a Resolution authorizing the submission of an application to the California Department of Resources Recycling and Recovery (CalRecycle) for a Waste Tire Enforcement Grant in the amount of \$60,199 for the State's Fiscal Year 2022-2023 award cycle to be received in County Fiscal Year 2023-2024 and authorization for the Interim Director or designee to execute the necessary grant documents. [22-2296](#)

Enactment No: R-2023-07

Probation

AB. Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No 200029B with FireMaster to change the contract maximum to \$4,000 for the term December 1, 2022 through June 30, 2023, for repairs and semi-annual kitchen hood fire suppression system inspections and cleaning in the Juvenile Hall.

[22-2194](#)

Enactment No: A-200029B Amend. 2

Public Works

AC. Director of Public Works requests the following (4/5 vote required):

[22-2221](#)

1. Approval of a Budget Adjustment as follows:

a. Increase appropriations in Upper Valley Disposal Franchise Fee budget (Fund 2182, Org 2182000) by \$87,429 with use of its fund balance and reclassifying additional \$100,000 from various Services & Supplies accounts to Transfer-out account within the budget to transfer to Fleet-Roads Equipment Replacement budget (Fund 4100, Org 4101000) for the purchase of the Tiger WildKat Side Shift Flail Mower factory mounted to a new John Deere 5105M Tractor;

b. Increasing appropriations in the Fleet-Roads Equipment Replacement budget (Fund 4100, Org 4101000) by \$187,429 with offsetting revenues from Upper Valley Disposal Franchise Fee budget (Fund 2182, Org 2182000) and establishment of (1) capital asset in the amount of \$187,429 in Equipment Replacement budget for the purchase of the Tiger WildKat Side Shift Flail Mower Mounted to a new John Deere 5105M Tractor;

2. Declare two (2) 2009 Broce Broom Sweepers as surplus and no longer required for public use; and authorize Public Works Director, or designee, to sign the certificates of titles for the surplus items being sold at auction;

3. Authorize the sale of capital asset surplus (2) 2009 Broce Broom Sweepers at JJ Kane Auctioneers located at 8668 Sparling Lane, Dixon, CA 95620; and

4. Authorize Auditor-Controller to remove the surplus assets from the capital asset listing.

- AD. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 4 to Space License Agreement No. 200398B with Calistoga Art Center to extend the term of the Agreement through June 30, 2023 with a monthly license fee of \$350 for use of the Cropp Building at the Napa County Fairgrounds as an Art Center. [22-2224](#)

Enactment No: A-200398B Amend. 4

- AE. Director of Public Works requests the following for the “South Napa Shelter Phase II - HVAC Project,” PW 20-16A: [22-2266](#)
1. Approval of plans and specifications and authorization to advertise for sealed bids and opening of the bids at a time, date and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code;
 2. Approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 200218B with The KPA Group (KPA), increasing the amount by \$55,155 for a new maximum of \$329,210 and extending the agreement to June 30, 2023; and
 3. Approval of Budget Transfer for the following (4/5 vote required):
 - a. Reclass \$173,276 from Other Professional Services account to Transfers-Out account within the Housing and Homeless Services budget (Fund 2030, Org 2030000) to transfer to Homeless Shelter Improvements Project budget (Fund 3000, Org 3000550, Project 20030); and
 - b. Increase appropriations by \$173,276 in Project 20030 budget offset by a transfer-in-revenue from the Housing and Homeless Services budget.

Enactment No: A-200218B Amend. 3

- AF. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 6 to Lease Agreement 160001B with Calistoga Rental Homes, LLC adding Suite K (approximately 360 square feet) to the lease of office space located at 1705 Washington Street, Calistoga, increasing the monthly rental fee from \$2,091 to \$2,614 from January 1, 2023 through December 31, 2023, and maintaining annual 3% increases effective each January 1, for the purpose of improving access to County social services to residents in the northern portion of the County. [22-2287](#)

Enactment No: A-160001B Amend. 6

- AG. Director of Public Works requests acceptance of donation of \$1,260 from Pet Food Express to the Napa County Animal Shelter and approval for the Chair to sign a letter of appreciation. [22-2298](#)

AH. Director of Public Works requests the following related to Measure T funding for County Roads:

[22-2328](#)

1. Adoption of a Resolution confirming commitment of funding for Class 1 bike paths;
2. Adoption of a Resolution confirming expenditures to meet the County's Maintenance of Effort (MOE) requirement; and
3. Approval of and authorization for the Chair to sign an updated Measure T Funding Agreement No. 230271B with the Napa Valley Transportation Authority (NVTA).

Enactment No: R-2023-08; R-2023-09

AI. Director of Public Works requests approval of and authorization for the Chair to sign Space License Agreement No. 230273B with Yamaha Motor Corporation U.S.A., for month-to-month tenancy at 2000 Airport Road at the Napa County Airport for \$3,200 per month, effective January 1, 2023.

[23-0052](#)

Enactment No: A-230273B

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

9. PUBLIC COMMENT

Four (4) people spoke during public comment.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Counsel

- A. Interim County Counsel will provide a brief training for the Board of Supervisors regarding closed session and confidentiality.

[22-2190](#)

Interim County Counsel Thomas Zeleny made presentation.

Discussion held.

County Executive Office

- B. Interim County Executive Officer requests approval of the Fiscal Year 2023-24 Budget Policies, Strategic Financial Plan and Budget Calendar. [22-2286](#)

County Executive Office Senior Management Analyst Daniel Sanchez made presentation.

Discussion held.

Motion Text: Approve the requested actions as amended.

Voting Yes: Gregory, Pedroza, Cottrell, Gallagher, and Ramos

Recusals: None

Result: Passed

Planning, Building and Environmental Services (PBES)

- C. Interim Director of Planning, Building, and Environmental Services requests the Board of Supervisors receive an update regarding the watershed monitoring study of the Lake Hennessey and Milliken Reservoir Watersheds. [22-2211](#)

Planning, Building, and Environmental Services Natural Resources Conservation Manager Jamison Crosby made presentation.

Two (2) people spoke during public comment.

Discussion held.

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

None

13. SET MATTERS OR PUBLIC HEARINGS

Public Works

- A. PUBLIC HEARING 9:00 AM (PORTION OF ROAD ABANDONMENT)

[22-2327](#)

Director of Public Works requests adoption of a Resolution abandoning excess right-of-way on Milton Road, lying easterly of 1301 Milton Road. (STAFF REQUESTS A CONTINUATION TO TUESDAY, JANUARY 24, 2022, AT 9:00 AM.)

Chair Belia Ramos opened the Public Hearing

Director of Public Works Steven Lederer made presentation.

Chair Belia Ramos closed the Public Hearing.

Motion Text: Approve the request for a continuance to Tuesday, January 24, 2022, at 9:00AM.

Voting Yes: Pedroza, Cottrell, Gallagher, Gregory, and Ramos

Recusals: None

Result: Passed

14. LEGISLATIVE ITEMS

None

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Chair Belia Ramos commented on the recent passing of former County Executive Officer Jay Hull, who served Napa County from 1987 to 2002. Chair Ramos mentioned he was an early participant of working with various government and community leaders and residents on the Napa River/Napa Creek Flood Protection Project and praised his steady leadership and genuine devotion to Napa County and its residents.

Supervisor Alfredo Pedroza reported the Metropolitan Transportation Commission (MTC) will be interviewing candidates for the recently vacated Executive Director position this coming Friday.

Supervisor Ryan Gregory reported there are several open positions on the Napa County Mental Health Board, one of which is to represent veterans per a new State law.

Supervisor Anne Cottrell reported on attending the California State Association of Counties (CSAC) Annual Conference in November and expressed her appreciation for previous District 3 Supervisor Diane Dillon introducing her to other Supervisors at the conference and asked if there are other key contacts her fellow Board members think that she and Supervisor Joelle Gallagher should meet as new supervisors. Supervisor Cottrell also reported there is a new FCC updated Broadband map that shows coverage around the country and she encourages residents to look at the map to confirm they have adequate coverage in their areas, as this would be the time to make any updates to the map.

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

The following items were mentioned as future agenda items during the discussion held on Item 11B:

Tying budget policies to the General Plan once updated; Reevaluating Special Projects Fund in relation to Parks and the broader opportunity for community investment; Fire Department staffing; and Re-entry Facility buyout of debt.

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None

18. CLOSED SESSION**A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION****[22-2323](#)**

(Government Code Section 54956.9(d)(1))

Name of case: Juan Garcia, et al. v County of Napa, et al.

US District Court case # 4:21-cv-03519-HSG

Closed Session held. No reportable action.

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, JANUARY 24, 2023 AT 9:00 A.M. IN MEMORY OF FORMER COUNTY
EXECUTIVE OFFICER JAY HULL.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board