



County of Los Alamos

Los Alamos, NM 87544
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Minutes

County Council - Special Session

*David Izraelevitz, Council Chair; Susan O'Leary, Council Vice-Chair, Christine Chandler,
James Chrobocinski, Antonio Maggiore, Rick Reiss, and Pete Sheehey, Councilors*

Monday, April 17, 2017

6:00 PM

Council Chambers - 1000 Central
Avenue
TELEVIEWED

Budget Hearings - April 17th, 18th, 24th, & 25th

1. OPENING/ROLL CALL

The Chair, David Izraelevitz, called the meeting to order at 6:02 p.m.

The following Councilors were in attendance:

Present 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler,
Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and
Councilor Sheehey

2. PLEDGE OF ALLEGIANCE

Led by: All

3. PUBLIC COMMENT

Mr. James Whitehead, 200 Camino Encantado, expressed concern regarding the lack of budget restoration of the Office of County Sheriff.

Ms. Paula Roybal Sanchez, Nambe, expressed concern regarding the downgraded salary of the Los Alamos Cooperative Extension Associate.

Ms. Pauline Schneider, 80 Bandolina, stressed the recent needs of the White Rock Senior Center and the lack of supporting State funds.

Ms. Lisa Brenner, 4936 N. Sol, expressed concern regarding the lack of budget restoration of the office of County Sheriff.

Mr. Bob Walker, 305 Donna Avenue, asked Council for support of the modest increase request of PEEC and the increase requested by Community Extension Services.

Ms. Katie Bruell, 3550 Ridgeway Drive, asked for Councils support regarding the budget of PEEC.

4. APPROVAL OF AGENDA

A motion was made by Councilor Chandler, seconded by Councilor Maggiore, that the agenda be approved as amended, moving the Budget presentation of the County Sheriff before the budget presentation of the Municipal Court.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

5. INTRODUCTION OF ORDINANCE(S)

- A. [OR0768-17](#) Introduction Of Incorporated County Of Los Alamos Ordinance No. 02-273; An Ordinance Adopting Incorporated County of Los Alamos Code Ordinance No. 02-273, Text Amendments to LAC Code of Ordinances, Chapter 16, Articles I through XIV, to Add and Establish a Mixed-Use Zoning District; and to Amend Certain Downtown Zoning District Overlay Zones to Allow Expanded Residential Uses to be Dated May 16, 2017.

Councilor Reiss introduced, without prejudice, Incorporated County of Los Alamos Ordinance No. 02-273; An Ordinance Adopting the Incorporated County of Los Alamos Ordinance No. 02-273, and ask staff to assure that it is published as provided in the County Charter.

6. BUSINESS

- A. [AGR0499-17](#) Approval of Contract for General Services, Agreement Number AGR17-31 with Design Workshop, Inc. for the Creation of a Tourism Strategic Plan in the amount of \$178,870; Budget Revision 2017-21; and Charter for the Tourism Master Plan/Economic Development Strategic Plan Steering Committee.

Mr. Harry Burgess, County Manager, spoke.

Ms. Linda Matteson, Assistant to County Manager, spoke.

Public Comment:

None.

A motion was made by Councilor O'Leary seconded by Councilor Sheehey, that Council approve Contract for General Services, Agreement No. AGR 17-31 with Design Workshop, Inc. in the Amount of \$178,870, plus Applicable Gross Receipts Tax, for the Purpose of creation of Tourism Master/ Economic Development Strategic Plan; Budget Revision 2017-21; and Charter for the Tourism Master Plan/Economic Development Strategic Plan Steering Committee.

Councilor Chandler offered a Friendly Amendment that Council approve the Committee members. It was accepted.

The motion, as amended, passed with the following vote:

7. PUBLIC HEARING(S)**A. Introduction, Overview, Budget Summary and Long Term Financial Projection**

- 1) [9143-17](#) FY2018 Budget Hearings.

Mr. Harry Burgess, County Manager, spoke.

Mr. Steven Lynne, Deputy County Manager, spoke.

RECESS

Councilor Izraelevitz called for a recess at 7:37 p.m. The meeting reconvened at 7:46 p.m.

B. Budget Presentations

Monday, April 17, 2017

County Sheriff

Mr. Marco Lucero, County Sheriff, spoke.

A motion was made by Councilor Chandler, seconded by Councilor Maggiore, that Council tentatively approve the budget for the County Sheriff's Department as presented in the budget book.

A SUBSTITUTE motion was made by Councilor Chrobocinski, seconded by Councilor Sheehey, that Council tentatively approve the budget for the County Sheriff's Department as amended with the following changes: the addition of item 30: add a full time Office Specialist at \$58,911 annually.

Councilor O'Leary offered a Friendly Amendment that a line item for the Office Specialist be placed in the budget and will not be filled until further discussion by Council. It was accepted.

The SUBSTITUTE motion, as amended, passed with the following vote:

Yes: 5 - Councilor O'Leary, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

No: 2 - Councilor Izraelevitz and Councilor Chandler

Municipal Court

Judge Alan Kirk, Municipal Judge, spoke.

A motion was made by Councilor O'Leary, seconded by Councilor Sheehey, that Council tentatively approve the budget for the Municipal Court as presented and amended with the following changes: to include item 14; change $\frac{3}{4}$ time FTE clerk to full time with an increase of \$ 9,000.

Councilor Chandler offered a Friendly Amendment that the line item of \$20,000 for the building security be removed from the budget for Municipal Court and placed in the budget for the Police Department. It was accepted.

The motion, as amended, passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Councilor Izraelevitz called for the Orders of the day to be extended until 10:30 pm. There were no objections.

Community Development Department

Mr. Paul Andrus, Community Development Director, spoke.

A motion was made by Councilor Reiss, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the Community Development Department as amended with the following changes: include item 2 for \$21,700, Digital Plan Management, training and large scale monitors to view the digital plans.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Community Services Department

Mr. Brian Brogan, Community Services Director, spoke.

Councilor Izraelevitz announced that Council met in closed session on April 6, 2017 and April 13, 2017 and no action was taken.

A motion was made by Councilor Chrobocinski, seconded by Councilor O'Leary, that Council tentatively approve the budget for the Community Services Department as presented with the following changes: adding Item 3 for \$20,000, Item 4 for \$65,000, Item 8 for \$52,000 (only conduit installed until such time as Council directs a full and functional RV setup), Item 9 for \$13,500, Item 10 for \$11,000, Item 11 for \$15,600, Item 12 for \$10,000, Item 13 for \$20,000, Item 18 for \$20,000, Item 19 for \$14,820, Item 20 for \$7,500, the Chandler proposal option 1 at 36th and Arizona not to exceed \$15,000, and the O'Leary proposal that would fund a public health nurse at \$80,000.

Councilor Maggiore offered a Friendly Amendment that the Chandler Proposal at 36th and Arizona be raised not to exceed \$18,000. It was accepted.

Councilor Sheehey offered a SECOND Friendly Amendment to delete item 13 in the amount of \$20,000. It was accepted.

The motion, as amended, passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

8. RECESS

The meeting recessed at 10:30 p.m., to be reconvened at 6:00 pm on Tuesday, April 18, 2017.

Tuesday, April 18, 2017

1. OPENING/ROLL CALL

The Chair, David Izraelevitz, called the meeting to order at 6:02 p.m.

The following Councilors were in attendance:

Present: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

3. PUBLIC COMMENT

Mr. Phillip Gursky, 223 El Viento, expressed support of the funding for the Urban Bike Path.

2. PLEDGE OF ALLEGIANCE (Items heard out of order)

Led By: All.

4. PUBLIC HEARING(S)**A. Introduction, Overview, Budget Summary and Long Term Financial Projection**

- 1) [9143-17](#) FY2018 Budget Hearings.

No Action taken.

B. Budget Presentations**Administrative Services**

Mr. Steven Lynne, Deputy County Manager, spoke.

A motion was made by Councilor Reiss, seconded by Councilor Chandler, that Council tentatively approve the budget for the Administrative Services Department as presented with the following changes: to include item 7.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Public Works Department

Mr. Philo Shelton, Public Works Director, spoke.

A motion was made by Councilor Sheehey, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the Public Works Department as proposed with the following changes: include Item 6, Item 17, and Item 26.

A SUBSTITUTE motion was made by Councilor O'Leary, seconded by Councilor Chandler, that Council tentatively approve the budget for the Public Works Department as proposed with the following changes: include Item 17 in the amount of \$240,000.

Councilor Sheehey offered a Friendly Amendment that the item be at the base amount of \$118,000. It was accepted.

Councilor Chrobocinski offered a SECOND Friendly Amendment that the item be raised to the amount of \$170,000 and subtract \$52,000 for item 8 in the Community Services Budget. It was accepted.

The SUBSTITUTE motion, as amended, passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

RECESS

Councilor Izraelevitz called for a recess at 7:40 p.m. The meeting reconvened at 7:52 p.m.

Department of Public Utilities

Mr. Tim Glasco, Utilities Manager, spoke.

Mr. Bob Westervelt, Deputy Utilities Manager, spoke.

Councilor Izraelevitz called for the Orders of the day to be extended until 10:15 pm, there were no objections.

A motion was made by Councilor Reiss, seconded by Councilor Sheehey, that Council tentatively approve the budget for the Department of Utilities as presented.

The motion passed with the following vote:

Yes: 4 - Councilor Izraelevitz, Councilor Chrobocinski, Councilor Reiss and Councilor Sheehey

No: 3 - Councilor O'Leary, Councilor Chandler and Councilor Maggiore

5. RECESS

The meeting recessed at 10:15 p.m., to be reconvened at 6:00 pm on Monday, April 24, 2017.

Monday, April 24, 2017

1. OPENING/ROLL CALL

The Chair, David Izraelevitz, called the meeting to order at 6:02 p.m.

The following Councilors were in attendance:

Present: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

2. PLEDGE OF ALLEGIANCE

Led By: All.

3. PUBLIC COMMENT

None.

4. PUBLIC HEARING(S)**A. Introduction, Overview, Budget Summary and Long Term Financial Projection****1) [9143-17](#) FY2018 Budget Hearings.**

Mr. Harry Burgess, County Manager, spoke.

Ms. Karen Kendall, Budget and Performance Manager, spoke.

B. Budget Presentations**County Assessor**

Mr. Ken Milder, County Assessor, spoke.

Mr. Joaquin Valdez, Chief Deputy Assessor, spoke.

A motion was made by Councilor Chandler, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the County Assessor's Department as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

County Clerk

Ms. Naomi D. Maestas, County Clerk, spoke.
Ms. Adrianna Ortiz, Chief Deputy Clerk, spoke.

A motion was made by Councilor Sheehey, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the County Clerk's Department as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Probate Court

Ms. Naomi Maestas, County Clerk, spoke.

A motion was made by Councilor Chandler, seconded by Councilor Maggiore, that Council tentatively approve the budget for the Probate Court as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

County Council

Mr. Steven Lynne, Deputy County Manager, spoke.

A motion was made by Councilor Reiss, seconded by Councilor Chandler, that Council tentatively approve the budget for the County Council Department as amended with the following changes: include an option for a consultant study at \$25,000.

Councilor Maggiore offered a Friendly Amendment that the budget be reduced by \$4,000 to meet the 2% mark and include the option for a consultant study at \$25,000. It was accepted.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Fire Department

Mr. Troy Hughes, County Fire Chief, spoke.

A motion was made by Councilor O'Leary, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the Fire Department as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

RECESS

Councilor Izraelevitz called for a recess at 7:43 p.m. The meeting reconvened at 7:53 p.m.

County Manager

Mr. Harry Burgess, County Manager, spoke.

A motion was made by Councilor Maggiore, seconded by Councilor Chandler, that Council tentatively approve the budget for the County Manager's Department as presented: with the addition on option A1 at the reduced cost of \$186,500.

A SUBSTITUTE motion was made by Councilor Reiss, seconded by Councilor Izraelevitz, that Council tentatively approve the budget for the County Manager's Department as presented: with the addition of option A1 in the full amount.

A motion was made by Councilor O'Leary, seconded by Councilor Chrobocinski, to call the question.

The motion to call the question passed with the following vote:

Yes: 6 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, and Councilor Sheehey

No: 1 - Councilor Reiss

The SUBSTITUTE motion failed with the following vote:

Yes: 2 Councilor Izraelevitz and Councilor Reiss,

No: 5 - Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor O'Leary and Councilor Sheehey

The Original motion passed with the following vote:

Yes: 6 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, and Councilor Reiss

No: 1 – Councilor Sheehey

County Attorney

Mr. Alvin Leaphart, County Attorney, spoke.

A motion was made by Councilor O'Leary, seconded by Councilor Chrobocinski, that Council tentatively approve the budget for the County Attorney's Department as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

5. POSSIBLE BUDGET ADOPTION

No Action Taken.

6. RECESS

The meeting recessed at 9:42 p.m., to be reconvened at 6:00 p.m. on Tuesday, April 25, 2017.

Tuesday, April 25, 2017**1. OPENING/ROLL CALL**

The Chair, David Izraelevitz, called the meeting to order at 6:06 p.m.

The following Councilors were in attendance:

Present: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Councilor Izraelevitz announced that Council met in closed session earlier this evening and no action was taken.

2. PLEDGE OF ALLEGIANCE

Led by: All.

3. PUBLIC COMMENT

Mr. Greg White, 600 San Ildefonso, spoke to Council about home rule, fully funding the Sheriff's Department and having an election for a Treasurer.

4. PUBLIC HEARING(S)**A. Introduction, Overview, Budget Summary and Long Term Financial Projection****1) [9143-17](#) FY2018 Budget Hearings.**

Mr. Harry Burgess, County Manager, spoke.

Ms. Karen Kendall, Budget and Performance Manager, spoke.

B. Budget Presentations

Police Department

Mr. Dino Sgambellone, Police Chief, spoke.

A motion was made by Councilor Maggiore, seconded by Councilor Sheehey, that Council tentatively approve the budget for the Police Department as presented with additional Options 5 and 15.

Councilor Izraelevitz offered a Friendly Amendment that Item 25 also be tentatively approved in the budget. It was not accepted.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Non Departmental

Mr. Steven Lynne, Deputy County Manager, spoke.

A motion was made by Councilor Sheehey, seconded by Councilor Chandler, that Council tentatively approve the Non Departmental budget as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

Capital Projects Permanent Fund and Capital Projects Fund

Mr. Steven Lynne, Deputy County Manager, spoke.

A motion was made by Councilor O'Leary, seconded by Councilor Izraelevitz, that Council tentatively approve the budget for the Capital Projects Permanent Fund and the Capital Projects fund budget as presented.

The motion passed with the following vote:

Yes: 7 - Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss and Councilor Sheehey

RECESS

Councilor Izraelevitz called for a recess at 8:13 p.m. The meeting reconvened at 8:27 p.m.

Mr. Steven Lynne, Deputy County Manager provided information to Council regarding the Pension Fund.

**Council Questions and Discussion of Proposed Budget, Budget Options, and
Parking Lot Items**

Mr. Harry Burgess, County Manager, spoke.

Mr. Steven Lynne, Deputy County Manager, spoke.

A motion was made by Councilor Maggiore, seconded by Councilor O'Leary, that Council add item B13 (Library Collections) back into the budget for consideration.

The motion passed by acclamation with the following vote:

Yes: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss, and Councilor Sheehey

A motion was made by Councilor Reiss, seconded by Councilor Sheehey, that Council add item 21 (Municipal Court ½ FTE New Position) back into the budget for consideration.

The motion passed by acclamation with the following vote:

Yes: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss, and Councilor Sheehey

A motion was made by Councilor Chrobocinski, seconded by Councilor Maggiore, that Council remove item 30 (Sheriff Office Specialist) from the current tentative motion.

The motion passed by acclamation with the following vote:

Yes: 6 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, and Councilor Reiss

No: 1 Councilor Sheehey

A motion was made by Councilor Chrobocinski, seconded by Councilor Sheehey, that Council remove item 1 (1% Salary Plan Adjustment for All County Employees) from the current tentative motion.

The motion passed by acclamation with the following vote:

Yes: 4 Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, and Councilor Sheehey

No: 3 Councilor Izraelevitz, Councilor Maggiore, and Councilor Reiss

A motion was made by Councilor Chrobocinski, seconded by Councilor Sheehey, that Council decrease item 17 (Pavement Preservation) to \$118,000.

The motion passed by acclamation with the following vote:

Yes: 5 Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Reiss, and Councilor Sheehey

No: 2 Councilor Izraelevitz and Councilor Maggiore

A motion was made by Councilor Chrobocinski, seconded by Councilor Chandler, that Council remove item 18 (Golf Temps and Casuals 2.25 FTE) from the current tentative motion.

The motion failed by acclamation with the following vote:

Yes: 3 Councilor Chandler, Councilor Chrobocinski, and Councilor Sheehey

No: 4 Councilor Izraelevitz, Councilor O'Leary, Councilor Maggiore, and Councilor Reiss

A motion was made by Councilor Chrobocinski, seconded by Councilor Maggiore, that Council remove item 20 (DWI promotional & Marketing Expenses) from the current tentative motion.

The motion passed by acclamation with the following vote:

Yes: 6 Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss, and Councilor Sheehey

No: 1 Councilor Izraelevitz

After Council discussion, the following amendments were offered:

Councilor Chandler offered a Friendly Amendment that Item 21 (Municipal Court ½ FTE New Position) be made a limited term position. It was accepted.

Councilor Chrobocinski offered a SECOND Friendly Amendment that Item 21 be made a limited term position for one (1) year. It was accepted.

The motion passed by acclamation with the following vote:

Yes: 7 Councilor Izraelevitz, Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Maggiore, Councilor Reiss, and Councilor Sheehey

A motion was made by Councilor Sheehey, seconded by Councilor Reiss, that Council remove item B13 (Library Collections) from the current tentative motion.

After further discussion, Councilor Sheehey withdrew the motion.

5. POSSIBLE BUDGET ADOPTION

A motion was made by Councilor O'Leary, seconded by Councilor Reiss, that Council adopt the FY2018 budget in the amount of \$200,916,360, as described in Attachment A, Summary of Changes from Proposed to Adopted Budget.

She further moved that Council approve the following items related to the adoption of the FY2018 budget:

1. Summary of Pension Fund Administrative Costs in Attachment E;
2. FY2018 Long Range Financial Projection in Attachment F;
3. FY2018 Equipment Replacement List in Attachment G;
4. FY2018 Recurring Grants in Attachment H; and
5. FY2018 Financial Policies as updated Attachment D;

She further moved that Council approve continuing appropriations in the FY2018 budget for the following items from the FY2017 budget:

- a) all valid encumbrances outstanding at June 30, 2017;
- b) all unexpended and unencumbered previously approved project budgets at June 30, 2017;
- c) all unexpended and unencumbered previously approved pavement preservation budgets at June 30, 2017;
- d) the unexpended and unencumbered previously approved budget for Fire Mitigation; and
- e) all unexpended and encumbered grant budgets at June 30, 2017 that are permitted to be carried forward by their governing grant agreements.

The motion passed with the following vote:

Yes: 5 - Councilor O'Leary, Councilor Chandler, Councilor Chrobocinski, Councilor Reiss and Councilor Sheehey

No: 2 - Councilor Izraelevitz and Councilor Maggiore

6. ADJOURNMENT

The meeting adjourned at 9:47 p.m.

INCORPORATED COUNTY OF LOS ALAMOS

David Izraelevitz, Council Chair

Attest:

Naomi D. Maestas, County Clerk

Meeting Transcribed by: Victoria L. Martinez, Deputy Clerk