

**CITY OF ESPAÑOLA
CITY COUNCIL WORKSHOP MEETING
AUGUST 20, 2007 6:00PM
CITY HALL COUNCIL CHAMBERS
405 PASEO DE OÑATE ESPAÑOLA, NEW MEXICO**

Mayor Maestas called the Meeting to order at 6:05 pm with the following present:

Mayor	Joseph M. Maestas
Mayor Pro Tem	Alice Lucero
Councilors	Danielle Duran
	Alfred Herrera
	Rosario "Chayo" Garcia
	Cecilia Lujan (absent)
	Helen Kain-Salazar
	Eddie Maestas
	Dennis Tim Salazar (absent)

City Manager	Gustavo Cordova
City Clerk	Veronica Martinez
Deputy Clerk	Lucas Gauthier

Staff	Julian Gonzales, Cyrus Samii, Russell Naranjo, Josie Lujan, Maria Tarazon, Leroy Garcia, Joaquin Maestas, Lupita De Herrera, Bernadine Martinez and Ivan Guillen
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APPROVAL OF AGENDA:

Mayor Maestas presented the agenda for approval.

CALL TO ORDER

APPROVAL OF AGENDA

PUBLIC COMMENTS

COUNCILOR COMMENTS

BUSINESS WITH VISITORS

1. Request for Co-Sponsorship of Española Arts Festival and Request to Serve Liquor on the Plaza
2. Request for Co-Sponsorship of Spañapalooza
3. Request for Lease of Space at Railroad Ave. Fire Station

OLD BUSINESS

4. Presentation of Districting Alternatives by Research & Polling

STAFF REPORTS

5. Fire Department
6. Utility Billing
7. Financial Report
8. Fiesta Council Financial Report

INFORMATIONAL ITEMS

9. Report on the Preliminary Engineering Report for the Drought Contingency Study
10. Status Report on Española Water Supply Alternatives as developed by the Technical Review Team
11. Status Report on the Water & Sewer system extension evaluation priority list recommendations for a Capital Improvements Plan
12. Status Report on the Española Park Improvements engineering report Reallocation of NMFA Loan proceeds from Ordinance 2002-10 in the amount of \$625,000
13. Status Report on the Implementation of the New P-Card Purchasing Program

ITEMS FOR DISCUSSION

14. Status of Department of Transportation Grants
15. Capital Costs of Annexation
16. Library Board Appointments
17. Legislative Agenda Development Strategy

ITEMS PROPOSED FOR COUNCIL CONSIDERATION

18. Ordinance 2007-04 – Amending City Ordinance 2003-15 “City of Española Official Development Code”
19. Renewal of Lease for Atlas Gym
20. Acceptance of GRIP II Funding and Request for Budget Increase
21. Resolution Accepting COOP Funding and Request for Budget Increase
22. Recommended Funding for Construction of Gazebo, Recommendation for Contractor
23. Recommendation for Contract for Engineering Services
24. Budget Adjustment Requests – DFA Resolution 1
25. Budget Adjustment Request – DFA Resolution 2
26. Resolution Allowing for Removal of Uncollectible Debt from Accounts Receivable
27. Resolution Approving the City of Española ICIP

ANNOUNCEMENTS

ADJOURNMENT

Mayor Maestas asked to add an update of the audit.

Councilor Garcia made a motion to approve the Agenda as presented, seconded by Councilor Herrera.

Motion passed 6/0.

PUBLIC COMMENTS:

None.

COUNCILOR COMMENTS:

None.

BUSINESS WITH VISITORS:

Co Sponsorship of Española Arts Festival and Request to Serve Liquor

Leroy Garcia introduced Mark Hudson and Toni Palafox, organizers of the Arts Festival. Ms. Palafox stated that the Arts Festival would be held the first week of October for its 3rd year at the Plaza. Ms. Palafox stated that the Festival brings in a lot of visitors, and that the Festival had expanded its scope to include a wine tasting festival as well on Saturday and Sunday. Ms. Palafox stated that the intent was to bring local artists to show their wares. Mr. Hudson asked the Governing Body, with their co-sponsorship of the city, to waive the fee and allow a wine festival. Mr. Hudson stated that the Festival would feature two local wineries, then in future years, all seven wineries from Northern New Mexico. Mr. Hudson stated that Alcohol and Gaming would require a permit 10 days before the event and asked for Councils approval before he completed an application. Mr. Hudson stated that there would be no liquor, only wine, and would have regulations in place for ID checks. Ms. Palafox stated that the wineries do have to follow regulations as well and are very responsible.

Mayor Maestas stated that a Winegrowers permit may be used, and asked who would provide the liability insurance.

Ms. Palafox stated that they purchased their own insurance, but also they were asking for the city’s coverage as a co-sponsor. Mayor Maestas asked if they expanded the event, if there was a greater need for security. Ms. Palafox stated that they would provide for that and that there was not a need for additional.

Mr. Hudson stated that for the past three years the Festival had worked with the Taste of the Enchanted Valley Event and they have agreed to use their tent to serve the alcohol and feels that it would provide the confinement and limitation that the alcohol would not get out of that area and prevent people from abusing or taking advantage of using alcohol.

Mayor Maestas stated that he was excited about the Festival expanding into an Arts and Wine Festival. Ms. Palafox stated that she was glad they felt that way, and loved to be close to home and showcase the valley; adding that it would be a great event.

Mr. Hudson thanked the Governing Body and Leroy Garcia for facilitating the effort, adding that he has helped to get everything in place.

Co-Sponsorship of “Spanapalooza”:

Diego Lopez thanked for allowing him to present to council, stating that he represented Hands Across Cultures and that they were preparing to have their 6th annual Spanapalooza event on September 22. He stated that the event is targeted to teenagers to empower them and allow them to express themselves in a positive way. He requested the city’s co-sponsorship to be able to operate the event under the city’s insurance umbrella.

Mayor Maestas asked if there would be entertainment as well. Mr. Lopez reported that there would be local bands playing as they were trying to showcase local youth talent. He stated that there would be no entry charge, but would be food, information, games, rock wall, and a sidewalk art competition.

Councilor Kain-Salazar asked if it was all day; she was informed that it would be from 1:00 to 6:00 p.m. Mayor Pro Tem Lucero stated that this was a great activity and the type of thing Hands Across Cultures was all about; education about drug abuse and alternative lifestyles. Councilor Duran also spoke in favor of the event; she also expressed that there was a need to clean up the skate park and hoped the city could make sure it was clean and safe. Mayor Maestas clarified that they were requesting sponsorship in name only and not funding. Mr. Lopez stated that they had submitted an application lodger’s tax funding and may get some funding there, but otherwise they were raising all the money.

Request for Lease of Space at Fire Station

Councilor Maestas urged approval of the lease agreement to Interfaith Leap. He reported that for over a year, they had been working to create an emergency shelter for the homeless. He stated that have not had a place to go and a group of concerned citizens had been providing food and clothing, but would like to do more.

Father Brennan spoke, stating that the community had the need, and now needed the resources which should come from the community and the city. He stated that the city’s facility may be useful if the facility is sound. They proposed to have the shelter open from 8pm to 8am to provide a place to sleep, hot coffee, maybe granola bars or whatever food pantries can provide. The shelter would be staffed by volunteers from the churches and faith communities. They proposed that it would hold no more than eight and would take care of locals. He reported that Ray Chavez held a \$3M insurance umbrella to cover the facility.

Mayor Maestas clarified that this was a proposed agreement for one year at no cost to the city and under the insurance of Interfaith Leap.

City Attorney Angela Pacheco stated that they would be providing services in consideration of the rent, so they had also prepared a Professional Services Agreement to outline the services provided to the city and the documents were tied together. The lease outlines how the property would be used; the Interfaith Leap would pay for utilities and the renovations to convert it into a shelter and also provide necessities such as light meals, counseling and referrals to medical health providers. These services would be provided to our citizens and we provide them the lease for this consideration.

Councilor Duran asked for a map of the space and information on the treatments they would provide for counseling and alcohol programs.

Mayor Maestas asked if the city would be required to inform the public about the proposed use of the building and asked the planning department to look into it. Mayor Maestas asked them to make sure it met all planning requirements.

OLD BUSINESS:

Research & Polling Presentation

Mike Sharp presented on this item. He gave a briefing about the districting plans he had been hired to prepare. He stated that last month they presented eight plans and tonight would present six more with the objective of whittling down to a particular concept so that the council can adopt one at the September meeting.

He stated that if the current wards were turned into districts, then some adjustments would have to be made. He presented some alternatives including the Rio Arriba Annexation. He then provided two alternatives that included the Santa Fe County and Rio Arriba County annexations. He also presented two alternatives with both county annexations with six single-member districts.

He reminded them that if they went to six districts, there would need to be an election to reduce the number of councilors. Councilor Herrera asked about this provision. Mr. Sharp stated that according to statute, if there is a reduction in councilors, half of the new districts would be up for election in 2008 (3), assuming that three of the current councilors are in each of the three districts, and one term ends. Those that end in 2010, those councilors can serve out their term; for two years, you end up with seven councilors. In 2010, the terms are up for four councilors, and three seats are available.

Councilor Duran clarified that if they decided to keep four districts, then no election would be necessary. Mr. Sharp concurred.

Mayor Pro Tem Lucero asked if in considering six districts if they had to have an election in November. Veronica Martinez stated there were provisions that there could not be a municipal election 45 days before or after another election and that candidacy filing deadline was January 8.

Mayor Maestas requested a matrix with and without annexation, with or without Sombrillo because he was concerned that El Llano south and north were included separately. Mayor Maestas asked Mr. Samii if it was likely that we could annex both North and South El Llano by the deadline. Mr. Samii stated that they needed to look at the capital costs before they consider that, which would be discussed later in the meeting.

Mayor Maestas recommended a special public meeting for the benefit of the public. He stated that they should keep those plans that were viable on the table, but perhaps exclude South El Llano. The council decided that they would study the alternatives and provide comments by August 27.

STAFF REPORTS

Fire Department

Mr. Cordova reported that a team of firefighters had participated in the HazMat Challenge in Los Alamos and this year received the Sportsmanship Award and placed 7th overall. They were very proud and wanted to let the council know their accomplishment.

Utility Billing

Sandra Bustos gave the report of the delinquent accounts, stating that the \$56,327 was delinquent and trying to be collected by filing liens and disconnecting services. She also stated that \$256,623 was considered "uncollectable" and requested that this amount be removed from accounts receivable. She also reported that \$258,000 was deemed uncollectable due to waivers.

She explained the five-step process for disconnections. Councilor Herrera asked about the \$256,000 as of 2004. She stated that it was a new uncollectible amount because customers have waivers and that the total was over \$500,000 in total. He wanted to make

sure there was an accounts receivable amount in the books, but the \$256,000 did not include the new \$258,000, it was the original amount included in the books and in the audit. Ms. Bustos stated it was; it was accounts receivable.

Michele Martinez clarified that the amount would not be “written off” but would be put into a separate ledger account. It is against the law to write it off; it would be called “uncollectables” and shown as a liability. Councilor Herrera asked if the \$515,000 in the audit report included the \$256,000. He clarified the request to separate the accounts receivable and those deemed uncollectable. Ms. Martinez stated that they attempted to collect it in 2004, but the amount was moved into uncollectable. She stated that there were certain remedies, but the problem was that when accounts were set up, not enough information was collected in order to collect on the account later. She stated that she had been hired on contract to make the procedures more stringent, make tenants more responsible for their debt and collect better information to make it harder to leave the city with debt. She stated that there was a provision that waivers were given out routinely and that added to the problem of tenant accounts that could not be collected now. She stated that 85% of \$258,000 was attributed to waivers.

Finance Report

Lupita DeHerrera presented on behalf of Josie Lujan. She stated that this report was as of 7/31:

<u>Total Funds:</u>	YTD	% of Budget	% Change
Revenues	\$1,710,491	8.51	32.50%
Expenditures	\$589,684	3.27	-59.70%
Revenues vs. Expenditures		34.47%	

<u>General Fund:</u>	YTD	% of Budget	% Change
Revenues	\$806,926	7.52%	2.51%
Expenditures	\$417,818	4.05%	-43.36%
Revenues vs. Expenditures		51.78%	

Municipal Gross: \$590,845 -2.86% from July 2006

Status of 2006 Audit

Mayor Maestas stated that the auditor had sent letter to state auditor about his concerns about not receiving information in a timely manner from the City. Mr. Cordova stated he had not seen that letter.

Fiesta Council Report

Lupita DeHerrera reported that the Fiesta Council raised \$13,130.16 in fundraisers and events. Added to the \$15,000 in legislative appropriations, the total revenues for the 2007 Fiestas were \$28,130.16. Expenditures totaled \$20,032.95 leaving a balance in the Fiesta Council Budget of \$8,097.21.

Status on Regional Transit District Transition

Ivan Guillen reported that the transition would occur October 1 and all employees would be transferred over as well as inventory and capital. Mayor Maestas asked if the fleet would be transferred at no charge to them. Mr. Guillen stated, as he understood it, all fleet, employees and leave balances would go. Mayor Maestas asked if the issue of probationary employees was a concern. Mr. Guillen stated he believed that was removed from the contract. Mayor Maestas asked how much money would be saved by the consolidation of services. Mr. Guillen stated that the city would still have to provide a match for the city’s portion, but the overall savings would be \$65,000, more or less.

Mr. Cordova announced that Ivan would be leaving at the end of September and that it was a privilege to have worked with him; he provided great services to the citizens of Española.

Ivan stated that he had worked with lots of people since he'd been here and that it was going to be a change at the RTD. He said it had been fun, challenging and rewarding working with the city.

INFORMATIONAL ITEMS

Report on PER for Drought Contingency Study

Robert Fowlie of Molzen-Corbin & Associates presented this item. He stated that the purpose was to brief the council on the status of the report. He stated that he would like an opportunity to present in its entirety, which would warrant a longer period of time to answer questions. However, in the meantime, he wanted to give them an idea of what the report contained, why it was prepared and where to go on from here.

He stated that the purpose of the study was to determine sustainability of ground water for a 20 and 40-year planning period, groundwater quality, remediation measures to bring current wells up to drinking water standards, as well as to determine if existing wells were adequate to meet future and current needs. They looked at adding future wells along the line. Mr. Fowlie reported that the PER also addressed the Surface Water Treatment Facility and how it would operate in conjunction with the wells. They would have to work together since the groundwater system would have to meet the peak demands.

He reported that at the end of June they had submitted the report to EPA and the Bureau of Reclamation. The Bureau had given their ok, and they were now waiting on Fred Kalish. He reported that Glorieta GeoScience had reviewed and CDM was incorporating the report into their white paper. He stated that the report needed to be finalized by mid-September.

Robert requested comments after Labor Day. Mayor Maestas stated that he liked the philosophy in it, but didn't look at operating the ground water with the surface water, because it focused more on groundwater. Mr. Fowlie stated that wasn't the intention; the surface water plant had a limited amount of water rights to operate with; but the white paper would address that more thoroughly.

Mayor Maestas asked in terms of meeting water demand, if it was collectively over or as improvements were made. Mr. Fowlie stated it was a demand issue over a 40-year time period based upon specific capacity. Mayor Maestas stated he wanted to see a unit-based price breakdown to consider the initial capital cost and the operation and maintenance costs to get an idea of what the costs would be. Mr. Fowlie stated he would lay out a phasing section that summarizes when those issues should be considered.

Water Supply Alternatives:

Mr. Cordova stated that a white paper was to be drafted; that the technical review team had reviewed the Surface water plan, and concluded that the city should look at a combined ground and surface water and a sole ground water plan. Mayor Maestas asked to make sure that there was no loss of appropriated funds. Mr. Fowlie stated that that it was one of the goals.

Water and Wastewater Expansion:

Doug Albin of Molzen-Corbin & Associates presented this item. Mr. Albin reported that he had been instructed by the Public Works Committee to prepare a preliminary cost analysis and maps for residents currently in city limits, in the North El Llano area, and in the Santa Cruz area. Mr. Albin presented a letter that was dated July 18, 2007, in which he stated that he had met with staff and narrowed down a priority system. Mr. Albin stated that the round dollar amounts for extending were \$17 million for in city limits,

\$14.3 million for North El Llano and \$13.3 million in the Santa Cruz area, for an approximate total of \$35 million. Mr. Albin stated that the estimates did include the cost of current of rights of way and assume the purchase of new rights of way.

Mr. Samii stated that the cost could be expended over the next 20 years. Mayor Pro Tem Lucero suggested they could seek bond funding. Mr. Samii pointed out the magnitude of the \$17 million for existing obligations. Mr. Albin stated that it was just one assumption to bond revenue, but that it could be done. Councilor Herrera stated that an inflationary factor needed to be considered in the cost, 3-5% depending on the project. Mr. Albin agreed. Councilor Herrera suggested that with 1/8% of GRT dedicated could be a start to provide the infrastructure needs of the city to provide the current need of current citizens. Mayor Maestas suggested doing a door hanger poll to find out who wanted to connect. Mayor Maestas also suggested a scenario for bonding capacity for a 1/16% grant.

Councilor Duran reminded them that in the ICIP, they had rallied on the plan to provide the vital services to the citizens. Councilor Duran stated that the city needs to get familiar with what they can do to get things moving. Mayor Pro Tem Lucero asked what the next step was. Mr. Albin stated that the numbers are staggering and that the City could reasonably phase out the project and develop an initial first phase. Mr. Albin stated that the progress of the project moving forward might bring the others to want the project as well. Councilor Herrera stated that one area that needed to be factored in was that those citizens annexed some 15-20 years ago needed to be given priority. Mr. Albin stated that such criteria were examined, but that factor did not necessarily provide the best solution for the City.

Mr. Samii stated that it was a stated commitment of Council to take care of existing citizens before newly annexed areas and they needed to fulfill the commitment. Mayor Maestas stated that they should be realistic that some people would object.

Mayor Maestas asked for a change of order of items.

Status Report on the Española Park Improvements engineering report Reallocation of NMFA Loan proceeds from Ordinance 2002-10 in the amount of \$625,000

Mr. Tony Duran from NMFA presented on this item. Mr. Duran informed council that a loan was entered into in 2002 and there was a balance eligible for re-authorization in the amount of \$625,000, adding that it did include accrued interest. Mr. Duran stated that the approval did require that it must be put to use within one year and not allowed to sit stagnant. Mr. Duran stated that he had been working with Mr. Jordan who had placed the City's request. Mr. Duran stated that the DFA was glad to be available for the assistance of the municipalities. Mr. Duran stated that the funds were originally defined for a transmission line and tank, but has been reworded to just "water system improvements." City Manager Gus Cordova stated that the language is broad to allow for council direction. Councilor Herrera asked why the money was not drawn upon, asking what happened to original project. Marvin Martinez stated that the money was drawn up for well #9, but that it turned out to be a dry hole. Councilor Herrera stated that the City would be doing a transmission line, and asked if there were already monies designated for that project. Gus Cordova stated that these funds could be used to match federal monies. Mayor Maestas asked if well 9 had been considered in the Drought contingency. Marvin stated that it would be best to move on getting wells 4 and 7 on line.

Española Park Improvements:

Mr. Guillen presented on this item. Ivan stated that he provided a list of items to be repaired at the ball fields. Mr. Guillen stated that \$100,000 was available and the total cost would be \$196,000 in improvements including replacement of dug-outs, bleachers and turf. Mr. Guillen stated that some costs could be deferred if the city tasked the General Services Department to complete some of the concrete work. Mr. Guillen stated that there is a wastewater line that needs attention due to pool back wash and the subsequent leakage. Mr. Guillen stated that it was his recommendation to complete as many improvements as possible at the Valdez fields.

Status of P-Card Implementation

Bernadine Martinez reported on this item. She stated that an application had been approved by Bank of America and they were looking into risks associated with City use. She stated that it usually takes 30-90 days to implement.

ITEMS FOR DISCUSSION

Status of Transportation Grants

Mr. Samii reported on this item. He reported that the co-op agreements were complete, that the STB was complete, and that two grants remain; a balance of \$300,000 on the North Railroad project that the DOT was willing to transfer elsewhere, such as Industrial Park road, which had both MAP and GRIP funds. He suggested that the balance could be added to that project. The second balance was \$614,000 from the Transit Mix Road project, since there was not enough to both engineer and build the project. He suggested moving this money to Industrial Park Road as well. Councilor Herrera asked Mr. Samii what would happen to the Transit Mix Road project. Mr. Samii stated that they would end up with partial funding on both if they kept the money as is, and the projects would get pushed further and further out pending additional funding. He stated he felt strongly that moving the funds to Industrial Park Road would be the best course of action. Councilor Herrera and Councilor Duran agreed; that actually completing something would be good and accepted the recommendation. Mayor Maestas agreed.

Mr. Samii also brought to their attention that by matching GRIP funds with MAP funds and vice versa, they could free up the matching funds for other purposes if they chose to do so. Mayor Pro Tem Lucero stated her concern about Transit Mix Road because it needed to be safer for access for the large trucks and that she still wanted the city to pursue funding for that project. Mr. Cordova stated it would be important at some in the future, and that after the Industrial Park Road project they should consider that project for STIP or MAP funding.

Legislative Agenda Development Strategy

Mr. Cordova suggested that an ad-hoc committee be put together to discuss the legislative agenda strategy. It was discussed whether or not to hire a lobbyist.

ITEMS FOR CONSIDERATION OF APPROVAL

Ordinance 2007-04 Amending the Development Code

Mr. Russell Naranjo stated that this item would come before council on the 27th to address the following items: Accessory uses, notification requirements, Infrastructure on subdivisions; and Site plan requirements. He stated that this was the first group of code amendments from Planning & Zoning to come to City Council for approval.

Renewal of Lease for Atlas Gym

Ms. Angela Pacheco asked to withdraw this from consideration as the lease doesn't expire for two years.

Acceptance of GRIP II Funding

Mr. Samii stated that the city was granted \$2,031,300 out of GRIP 2 funds for the Industrial Road Project. He reported that the project could be engineered within six months.

Mayor Pro Tem Lucero asked that this be put on the consent agenda.

Acceptance of COOP Funding

This item was moved to consent agenda.

Recommended funding for construction of Gazebo

Ivan Guillen presented this item. He stated that the current bid for the construction of the gazebo was submitted by Sarcon Construction in the amount of \$165,556. He reported that the current budget was \$127,401, plus \$10,000 for the electric transformer, and that the shortfall was approximately \$52,000. He suggested using a portion of the UC initiative fund to cover the shortfall. Councilor Duran asked Mr. Cordova before they go ahead with this plan to make sure that the money is not otherwise obligated. Mayor Maestas concurred. Mr. Cordova asked for permission, assuming there was a balance, to allocate if for this project. They agreed.

Councilor Herrera prompted discussion about a couple of local contractors that were willing to do it, but no one contacted them. Mr. Guillen stated that it was advertised in newspapers twice and they had the opportunity to bid; the plans were available and they did not submit.

Recommendation for Engineering Service

Bernadine Martinez presented this item. The recommendation from staff was to award the contract to both Sauder Miller and Molzen Corbin for projects up to \$70,000, and items over that amount would be brought to the evaluation committee for review

Councilor Duran asked whether this was the same RFP where there were questions. She stated that there had been no clarification since the initial recommendation and their questions had not been answered. Mr. Cordova stated that the RFP allowed an award to both firms, and the committee did meet again to consider how to award the RFP. He agreed with staff's recommendation since there are times when it is beneficial to have an option to award to one firm or another. He stated that any project over \$70,000 would have to come before council for approval. Mayor Maestas stated that there needed to be a discussion whether we even wanted to have an engineer on contract. He stated that in talking with other Mayors, they were hiring on a project by project basis, rather than keeping them on retainer. He stated he was confused as to why we were pursuing it.

Mr. Cordova suggested trying to do business without a retainer contract and see how that goes. He reported that Molzen Corbin was working off of task orders that were authorized before the retainer expired and that all new work will have to be done by RFP or contract.

Mr. Cordova stated that the staff withdraws their recommendation and would experiment without it.

DFA Resolution 1

The finance department requested a budget adjustment to the FY 07-08 budget for the purpose of establishing a fund and budget for SAP Grant#074536-GF in the amount of \$1,000,000.

This item was moved to consent agenda.

DFA Resolution 2

The finance department requested a budget adjustment to the FY 07-08 budget for the purpose of establishing a fund and budget for SAP Grant#07453-GF in the amount of \$100,000.

This item was moved to consent agenda.

Resolution Approving the City of Española ICIP

Gus stated that they had established a preliminary draft plan for water for both in and out of city limits and asked for direction on which should be integrated into the plan. He

stated that the assumption that the ICIP made was that water was a higher priority than wastewater and that the policy determination needed to be made. He stated that there was not enough funding sources in the next 10 years for the plan they had discussed as part of providing services to both incorporated and proposed annexed areas.

The council discussed that most of the work to refine the goals would be done by ad hoc committee.

Motion to adjourn was made by Councilor Garcia and seconded by Councilor Herrera.

Meeting adjourned at 11:40 p.m.

PASSED, APPROVED AND ADOPTED October 25, 2007.

Electronic copy – Signatures on file

Transcribed by Veronica Martinez