



Meeting Agenda: Thursday, October 6, 2022, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843
(A) = Board Action Item

1. **Consent Agenda (A)** - Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.
 - A. Minutes from August 25, 2022
 - B. August 2022 Payables
 - C. August 2022 Financials**ACTION:** Approve the consent agenda or take such other action deemed appropriate.
2. **Public Comment**

Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.
3. **Resolution for Disbursement of Alturas Lot Sale Proceeds to Taxing Districts (A) – Cody Riddle**

The Agency Board previously determined the net proceeds from all lot sales in Alturas should be distributed to the taxing districts. The Agency has successfully completed the sale of the one remaining lot. The sale proceeds totaled \$92,538.50, while the Agency incurred publication expenses of \$610.74, leaving net proceeds in the amount of \$91,927.76. Staff has prepared a Resolution for the Board's consideration directing the disbursement of the net proceeds to the Latah County Treasurer for distribution to the taxing districts on a pro-rate basis in accordance with the current property tax levy allocation.

ACTION: Approve the proposed disbursement Resolution; or take other action as deemed appropriate.
4. **Finance Committee Appointments (A) – Cody Riddle**

Article IV, Section 2 of the Agency's bylaws establishes the structure and responsibilities of a Finance Committee. This group has been inactive in recent years. It is to be comprised of two board members and three individuals from the general community. The Committee has historically provided recommendations on the capital improvement plan, annual budget, and agency contributions to projects exceeding fifty-thousand dollars (\$50,000). Staff is recommending the addition of Jenny Ford, Business Relationship Officer with Idaho Central Credit Union, to the Committee. Jon Kimberling, with Kimberling Insurance, has agreed to continue serving. Staff is seeking a third community member, and will ask the board for two members.

ACTION: Confirm the appointments.
5. **General Agency Updates – Cody Riddle**
 - General Agency Business

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.



Meeting Minutes: August 25, 2022, 7:00 a.m.

City of Moscow Council Chambers • 206 E 3rd Street • Moscow, ID 83843

Commissioners Present	Commissioners Absent	Staff in Attendance
Steve McGeehan, Chair	Dave McGraw	Cody Riddle, Executive Director
Mark Beauchamp		Jennifer Fleischman, Clerk
Steve Drown		Renee Tack, Treasurer
Sandra Kelly		
Maureen Laflin		
Nancy Tribble		

McGeehan called the meeting to order at 7:02 a.m.

1. Consent Agenda (A)

Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.

A. Minutes from August 4, 2022

B. July 2022 Payables

C. July 2022 Financials

Laflin moved for approval of the consent agenda as written, seconded by Drown. Motion carried unanimously.

2. Public Comment

Members of the public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Moscow Urban Renewal Agency. Please state your name and resident city for the record and limit your remarks to three minutes.

None.

3. Downtown Streetscape Design Study (A) – Cody Riddle

Staff and the consultant team will provide an update on the Downtown Streetscape Study project.

Riddle introduced Matt Gillis, from Welch-Comer, as the consultant firm hired for the Downtown Streetscape Design Study project. Gillis provided a review of the study process and scope, as well as some of the information gathered from the steering committee, public, and stakeholder input. Festival services are being considered by the consultants, using the Farmers Market as an example of the need for more electrical infrastructure. The public requested special emphasis be given to preventing duplication of investments, such as tearing up new pavement to rebuild water or sewer lines. The physical connectivity of the University alludes to strengthening the relationship between the University of Idaho and the City of Moscow by completing the Hello Walk.

Kelly asked about limiting bicycle and scooter access, completely and not just on sidewalks, in the downtown corridor, which has not been considered. The conversation continued regarding multi-modal traffic downtown and how bicycles and scooters impact sidewalk use and the safety of pedestrians. There is not a City Ordinance prohibiting bike riding on the sidewalks. Updates to the downtown design could be implemented one block at a time, or even street by street. The Board talked about the purpose of a downtown and how to make it more effective, specifically as a culture hub of a city.

The pros and cons for removing and replacing downtown street trees was discussed at some length, with emphasis on having a healthy and diverse canopy of foliage, as well as the complications of undergoing construction around mature trees. Commercial property maintenance was brought up, and some different ways of encouraging business owners to provide regular upkeep on their buildings was deliberated. The water fountain, play area, available seating areas, public art, and a portable stage were all discussed. There was conversation about how north of Third Street and south of Sixth Street has a slightly different feel from central Downtown, and some possible ways to include those areas. The Fire Department building, south of the Sixth Street intersection, poses an unusual challenge as it requires vehicular access at all times. Parking availability versus downtown seating was talked about, as well as ensuring ADA access for businesses.

The second Public Meeting has been tentatively scheduled for 5:30 PM on October 18th, 2022 in Council Chambers. The presentation ended with a conversation about combining art with functionality.

4. Legacy Crossing Update and Next Steps (A) – Cody Riddle

On March 7, 2019 the Agency entered into an Exclusive Negotiation Agreement (ENA) with Moscow Flatiron LLC to acquire and develop the property at Sixth and Jackson. Construction efforts remain stalled and the ENA has expired. Staff will provide an update and recommended course of action with a timeline for key benchmarks. In part, this includes a requirement for the developer to submit a draft Disposition and Development Agreement (DDA) for the Board's consideration within 60 days.

Riddle provided a review of the Legacy Crossing property development progress and recommended the Board consider the above stated requirements for moving forward with the current developer, Rusty Olps. The Agency members discussed the benefits of setting a deadline for the project and how it could spur progress, as well as ways to enable future success for the property development.

Rusty Olps spoke on the design and construction constraints he has faced during the past couple years and requested a different timeline to accommodate a more feasible construction season start date. He plans on starting soft marketing for the condos to gauge interest levels and estimate profitability. The availability of potential commercial tenants was discussed, as well as the income from selling versus renting spaces. The draft DDA submitted by the developer for consideration could have a construction window outlined in the Schedule of Performance that accommodates a construction start date ideal for the project. The proposed deadlines would see the draft DDA presented to the Board for approval at the November 3rd, 2022 meeting, to then be signed and executed at the December 1st, 2022 meeting.

Laflin moved to require a draft DDA be submitted by the developer within 60 days as recommended by Staff, seconded by Kelly. Motion carried unanimously.

Laflin moved to modify her motion to require a draft DDA be submitted by the developer by Monday October 24th, and have the finalized DDA be submitted to the Board for approval by Wednesday November 23rd, seconded by Kelly. Motion carried unanimously.

5. General Agency Updates – Cody Riddle

- *General Agency Business*

Riddle again requested recommendations for nominations for the Finance Committee.

The meeting scheduled for September 1st, 2022 will be cancelled and the next meeting of the Board is set for September 15th.

McGeehan declared the meeting adjourned at 8:09 a.m.

Steve McGeehan, Agency Chair

Date



Balance Sheet
August 31, 2022

	<u>Total Funds</u>
ASSETS	
Cash	6,893
Investments - LGIP	2,344,529
Investments-Zions Debt Reserve	44,313
Other Assets	5,260
Land Held For Resale	353,870
Land	679,420
Total Assets	<u><u>\$ 3,434,284</u></u>
LIABILITIES	
Accounts Payable	67
Deposits Payable	5,000
Series 2010 Bond - due within one year	34,000
Latah County payback agreement - due within one year	5,000
Series 2010 Bond - due after one year	193,000
Latah County payback agreement - due after one year	84,537
Total Liabilities	<u><u>321,604</u></u>
FUND BALANCES	
Net Investment in Capital Assets	353,870
Restricted Fund Balance	44,312
Unrestricted Fund Balance	2,714,499
Total Fund Balance	<u><u>3,112,680</u></u>
Total Liabilities and Fund Balance	<u><u>\$ 3,434,284</u></u>

August-22
Checks by Date



Check Number	Vendor	Description	Check Date	Check Amount
4822	UCLAYTON 06/20/2022	Clayton B. Anderson Anderson OPA payment - 2nd half 2021	08/04/2022	669.14
Total for Check Number 4822:				669.14
4823	UAVISTA 1563734669-08162022	Avista Utilities Jul '22 electric for 6th & Jackson	08/04/2022	69.96
Total for Check Number 4823:				69.96
4824	UBRINGTR 06/20/2022	Bringham Living Trust Bringham OPA payment - 2nd half 2021	08/04/2022	1,978.22
Total for Check Number 4824:				1,978.22
4825	UCITYMOS 2200000960	City of Moscow City Admin Fees Aug ' 22	08/04/2022	4,477.67
Total for Check Number 4825:				4,477.67
4826	UCITYMOS 07082022-4591	City of Moscow Criddle Business Cards	08/04/2022	45.91
Total for Check Number 4826:				45.91
4827	UGRITMAN 06/20/2022	Gritman Medical Park LLC Gritman OPA payment - 2nd half 2021	08/04/2022	26,382.02
Total for Check Number 4827:				26,382.02
4828	UMOSPULD 169741	Tribune Publishing Company Hearing F23 Budget	08/04/2022	198.00
Total for Check Number 4828:				198.00

August-22
Checks by Date



4829	UCITYMOS 15911-07312022	City of Moscow Jul '22 Utilities 6th & Jackson	08/11/2022	319.34
Total for Check Number 4829:				<u>319.34</u>
4830	WELCHCOM 46016040-002 2/2	Welch-Comer Engineers Phase 1,2,3,4 & 5	08/18/2022	15,856.25
Total for Check Number 4830:				<u>15,856.25</u>
ACH	UZIONS 5854650	Zions Bank Corporate Trust Principal & Interest for Series 2010A Bonds	08/25/2022	36,178.72
Total for ACH:				<u>36,178.72</u>
Total bills for August 2022:				<u><u>\$ 86,175.23</u></u>

August-22

Accounts Payable Checks for Approval



Check	Check Date	Fund Name	Vendor	Void	Amount
4822	08/04/2022	Moscow Urban Renewal Agency	Clayton B. Anderson		669.14
4823	08/04/2022	Moscow Urban Renewal Agency	Avista Utilities		69.96
4824	08/04/2022	Moscow Urban Renewal Agency	Bringham Living Trust		1,978.22
4825	08/04/2022	Moscow Urban Renewal Agency	City of Moscow		4,477.67
4826	08/04/2022	Moscow Urban Renewal Agency	City of Moscow		45.91
4827	08/04/2022	Moscow Urban Renewal Agency	Gritman Medical Park LLC		26,382.02
4828	08/04/2022	Moscow Urban Renewal Agency	Tribune Publishing Company		198.00
4829	08/11/2022	Moscow Urban Renewal Agency	City of Moscow		319.34
4830	08/18/2022	Moscow Urban Renewal Agency	Welch-Comer Engineers		15,856.25
ACH	08/25/2022	Moscow Urban Renewal Agency	Zions Bank Corporate Trust		36,178.72
Report Total:				<u>0.00</u>	<u>86,175.23</u>

Steve McGeehan, Chairperson

Cody Riddle, Executive Director

Accounts payable expenditures as contained herein were made in compliance with the duly adopted budget for the current fiscal year and according to Idaho law.

Renee Tack, Treasurer

General Ledger
Expense vs. Budget

August-22



Sort Level	Description	Amended Budget	Period Amt	End Bal	Variance	% Budget Used
890	Moscow Urban Renewal Agency					
880	URA General Fund					
890-880-642-00	Administrative Services	\$ 53,733.00	\$ 4,477.67	\$ 49,254.37	\$ 4,478.63	91.67%
890-880-642-10	Professional Services-Exec Dir	\$ -	\$ -	\$ -	\$ -	0.00%
890-880-642-15	Professional Services-Other	\$ 5,000.00	\$ -	\$ 1,520.00	\$ 3,480.00	30.40%
890-880-642-20	Professional Services-Auditing	\$ 5,200.00	\$ -	\$ 5,200.00	\$ -	100.00%
890-880-642-89	Professional Services	\$ 500.00	\$ -	\$ 419.95	\$ 80.05	83.99%
890-880-644-10	Advertising & Publishing	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-644-16	Land Sale Expenses	\$ 5,000.00	\$ 198.00	\$ 1,059.85	\$ 3,940.15	21.20%
890-880-668-10	Liability Insurance-General	\$ 1,780.00	\$ -	\$ 1,780.00	\$ -	100.00%
E02	Contractual	\$ 71,713.00	\$ 4,675.67	\$ 59,234.17	\$ 12,478.83	82.60%
890-880-631-10	Postage Expense	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
890-880-631-20	Printing and Binding	\$ 400.00	\$ 45.91	\$ 45.91	\$ 354.09	11.48%
890-880-644-15	Alturas Marketing/Maintenance	\$ 2,750.00	\$ -	\$ -	\$ 2,750.00	0.00%
890-880-647-10	Travel & Meetings-General	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-649-10	Professional Development	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-669-10	Misc. Expense-General	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
890-880-669-11	Dist. of Net Prop. Sale Proceeds	\$ -	\$ -	\$ 229,775.53	\$ (229,775.53)	0.00%
E03	Commodities	\$ 4,750.00	\$ 45.91	\$ 229,821.44	\$ (225,071.44)	4838.35%
880	URA General Fund	\$ 76,463.00	\$ 4,721.58	\$ 289,055.61	\$ (212,592.61)	378.03%
895	URA Legacy District					
890-895-642-10	Professional Services-Legacy	\$ 5,000.00	\$ -	\$ 2,723.40	\$ 2,276.60	54.47%
890-895-642-12	Land Sale Expenses	\$ -	\$ -	\$ 1,506.50	\$ (1,506.50)	0.00%

General Ledger Expense vs. Budget

August-22



Sort Level	Description	Amended		Period Amt	End Bal	Variance	% Budget Used
		Budget					
890-895-652-10	Heat, Lights & Utilities	\$ -	\$	456.22	\$ 3,997.65	\$ (3,997.65)	0.00%
890-895-644-10	Ad. & Marketing Expense-Legacy	\$ 1,000.00	\$	-	\$ -	\$ 1,000.00	0.00%
E02	Contractual	\$ 6,000.00	\$	456.22	\$ 8,227.55	\$ (2,227.55)	137.13%
890-895-647-10	Travel & Meetings-Legacy	\$ 1,000.00	\$	-	\$ -	\$ 1,000.00	0.00%
890-895-658-51	Development Participation	\$ 1,078,750.00	\$	15,856.25	\$ 21,631.25	\$ 1,057,118.75	2.01%
890-895-669-10	Misc. Expense-Legacy	\$ 500.00	\$	-	\$ -	\$ 500.00	0.00%
890-895-675-00	Fiscal Agent Trustee fees	\$ 1,500.00	\$	-	\$ -	\$ 1,500.00	0.00%
890-895-676-15	Latah County Reimb. Agreement	\$ 6,500.00	\$	-	\$ 5,000.00	\$ 1,500.00	76.92%
890-895-676-17	Owner Participation Agreements	\$ 62,335.00	\$	29,029.38	\$ 59,127.72	\$ 3,207.28	94.85%
E03	Commodities	\$ 1,150,585.00	\$	44,885.63	\$ 85,758.97	\$ 1,064,826.03	7.45%
890-895-770-35	1% Public Art	\$ -	\$	-	\$ -	\$ -	0.00%
890-895-770-71	Land-Legacy	\$ -	\$	-	\$ -	\$ -	0.00%
890-895-770-73	Improvements-Legacy	\$ -	\$	-	\$ -	\$ -	0.00%
E04	Capital Outlay	\$ -	\$	-	\$ -	\$ -	0.00%
890-895-890-00	Transfer To: General Fund	\$ 73,713.00	\$	-	\$ -	\$ 73,713.00	0.00%
890-895-890-01	Transfer To: Capital Fund	\$ -	\$	-	\$ -	\$ -	0.00%
E10	Transfers To	\$ 73,713.00	\$	-	\$ -	\$ 73,713.00	0.00%
890-895-900-11	Contingency - Legacy	\$ 15,000.00	\$	-	\$ -	\$ 15,000.00	0.00%
E90	Contingency	\$ 15,000.00	\$	-	\$ -	\$ 15,000.00	0.00%
895	URA Legacy District	\$ 1,245,298.00	\$	45,341.85	\$ 93,986.52	\$ 1,151,311.48	7.55%

General Ledger Expense vs. Budget

August-22



Sort Level	Description	Amended Budget		Period Amt	End Bal	Variance	% Budget Used
899	Dept						
890-891-790-01	Bond Principal - Alturas	\$	-	\$	-	\$	0.00%
890-892-790-01	Bond Principal - Legacy	\$	34,000.00	\$	34,000.00	\$	100.00%
890-892-791-01	Bond Interest - Legacy	\$	9,965.00	\$	4,514.99	\$	45.31%
E05	Debt Service	\$	43,965.00	\$	38,514.99	\$	87.60%
890-892-900-01	Ending Fund Bal - Assigned	\$	718,400.00	\$	-	\$	0.00%
890-892-990-05	Ending Fund Bal - Restricted	\$	5,260.00	\$	-	\$	0.00%
890-899-990-00	Ending Fund Bal - Unassigned	\$	52,683.00	\$	-	\$	0.00%
890-899-990-05	Ending Fund Bal - Restricted	\$	13,047.00	\$	-	\$	0.00%
E95	Ending Fund Balance	\$	789,390.00	\$	-	\$	0.00%
899	Dept	\$	833,355.00	\$	36,258.65	\$	4.62%
890	Moscow Urban Renewal Agency	\$	2,155,116.00	\$	86,322.08	\$	19.56%

General Ledger
Revenue Analysis

August 2022



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Variance	Uncollected Bal	% Avail/Uncollect	% Received
890	Moscow Urban Renewal Agency							
890-000-410-01	Property Taxes - Legacy	\$ 845,500.00	\$ 34,573.98	\$ 870,656.99	\$ (25,156.99)	\$ (25,156.99)	-2.98%	102.98%
890-000-471-00	Investment Earnings	\$ 4,500.00	\$ 2,406.05	\$ 7,149.98	\$ (2,649.98)	\$ (2,649.98)	-58.89%	158.89%
890-000-478-10	Gain/Loss on Sale of Assets	\$ -	\$ -	\$ 230,097.00	\$ (230,097.00)	\$ (230,097.00)		
890-000-498-96	Transfer In: Legacy	\$ 73,713.00	\$ -	\$ -	\$ 73,713.00	\$ 73,713.00	100.00%	0.00%
890	Moscow Urban Renewal Agency	\$ 923,713.00	\$ 36,980.03	\$ 1,107,903.97	\$ (184,190.97)	\$ (184,190.97)	-19.94%	119.94%
Revenue Total		\$ 923,713.00	\$ 36,980.03	\$ 1,107,903.97	\$ (184,190.97)	\$ (184,190.97)	-19.94%	119.94%

RESOLUTION NO. 2022-03

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF MOSCOW, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF MOSCOW, IDAHO, AN URBAN RENEWAL AGENCY ORGANIZED UNDER THE LAWS OF THE STATE OF IDAHO, AUTHORIZING THE DISBURSEMENT OF REVENUES ASSOCIATED WITH THE SALE OF A RETAINED LOT WITHIN THE ALTURAS TECHNOLOGY PARK AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Urban Renewal Agency of the City of Moscow, Idaho (the “Agency”), an independent public body, corporate and politic, is an urban renewal agency created by and existing under the authority of and pursuant to the Idaho Urban Renewal Law of 1965, Idaho Code, Title 50, Chapter 20, as amended, and the Economic Development Act, Idaho Code, Title 50, Chapter 29, as amended (the “Law”); and

WHEREAS the City Council of the City of Moscow, Idaho (the “City Council”), after notice duly published, conducted a public hearing on the City of Moscow, Idaho Research and Technology Park Urban Renewal/Competitively Disadvantaged Border Community Area Plan 1996 (the “Alturas Technology Park Plan”); and

WHEREAS, following said public hearing, the City Council adopted its Ordinance No. 96-12 on July 1, 1996, approving the Alturas Technology Park Plan and making certain findings; and

WHEREAS the City Council, after notice duly published, conducted a public hearing on the Second Amended and Restated City of Moscow, Idaho Research and Technology Park Urban Renewal/Disadvantaged Border Community Area Plan 2005 (the “Amended and Restated Alturas Technology Park Plan”); and

WHEREAS, following said public hearing, the City Council adopted its Ordinance No. 2005-18 on June 20, 2005, approving the Amended and Restated Alturas Technology Park Plan and making certain findings; and

WHEREAS, the termination date for the revenue allocation area was set forth in the Amended and Restated Alturas Technology Park Plan, as December 31, 2015; and

WHEREAS, the identified physical improvements and/or projects have been substantially completed in the Amended and Restated Alturas Technology Park Plan; and

WHEREAS, the Agency has reviewed the remaining improvements and/or projects and based on projected revenues and expenses of the Amended and Restated Alturas Technology Park Plan, has determined there are sufficient funds for payment of all final improvement costs and Agency expenses and has further determined the revenue allocation area can be terminated early, on or before December 31, 2015; and

WHEREAS, on July 22, 2015, the Agency passed Resolution 2015-02 recommending termination of the Alturas Technology Park revenue allocation area prior to the termination date in the Amended and Restated Alturas Technology Park Plan and providing for a plan for District closure including a termination budget to the Moscow City Council; and

WHEREAS, on September 8, 2015, the Moscow City Council passed Ordinance 2015-15 terminating the

RESOLUTION NO. 2022-03

Alturas Technology Park revenue allocation area; and

WHEREAS, at the time of closure of the Alturas Technology Park revenue allocation area the Agency retained ownership of six lots within the Alturas Technology Park; and

WHEREAS, the Agency Board previously directed that the net proceeds from the sale of the retained lots shall be retained to the taxing districts; and

WHEREAS, the Agency previously sold five of the six retained lots and remitted the net proceeds to the Latah County Treasurer for distribution to the taxing districts; and

WHEREAS, the Agency has successfully sold the remaining lot (Lot 2, Block 2) generating Ninety-One Thousand Nine Hundred Twenty-Seven Dollars and Seventy-Six Cents (\$91,927.76) in net proceeds; and

WHEREAS, the Agency hereby directs that the net proceeds be remitted to the Latah County Treasurer to be distributed to the taxing districts in the same manner and proportion as the most recent distribution to the taxing districts of the taxes on the taxable property within the City of Moscow, Idaho.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF MOSCOW, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Termination Plan as adopted by Resolution 2015-02 and termination budget as reflected in the Termination Plan and incorporated in the Agency's 2016 Fiscal Budget provided for the disbursement of surplus revenues associated with the Alturas Technology Park District.

Section 3: That the Agency does hereby determine that net proceeds from the sale of the remaining lot to be disbursed is Ninety-One Thousand Nine Hundred Twenty-Seven Dollars and Seventy-Six Cents (\$91,927.76).

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of the City of Moscow, Idaho, on October 6, 2022. Signed by the Chair of the Board of Commissioners, and attested by the Clerk to the Board of Commissioners, on this 6th day of October, 2022.

APPROVED:

By: _____
Steve McGeehan, Chair

ATTEST:

By: _____
Jennifer Fleischman, Clerk