

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On July 2, 2020 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on July 2, 2020 remotely via telephone conference at (866)-692-4541, passcode 85607781.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Sherry Petruccione, DCS Architect

Chairman Greenberg called the meeting to order.

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the June 29, 2020 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Director Desai informed Board Members of an e-mail communication from DAS Deputy Commissioner Petra regarding a judicial project reviewed by the Board under PRB #20-109 (BI-JD-373).

3. REAL ESTATE- UNFINISHED BUSINESS

PRB #	20-107
Transaction/Contract Type:	RE – Administrative Settlement
Origin/Client:	DOT/DOT
Project Number:	018-135-006
Grantor:	Michael & Michael II, LLC
Property:	Brookfield, Federal Rd (200)
Project Purpose:	Safety Improvements along Route 202
Item Purpose:	Voucher

June 29, 2020 Update.

At its meeting held on June 25, 2020, the State Properties Review Board voted to suspend this file pending Board clarification of the following issue:

- Please provide support for the Appraiser's \$9,000 estimate for the contributory value of the affected improvements.

DOT Response:

Property History:

The subject property is a 16.3± acre commercial parcel improved with a 144,476± square feet (incl. canopy) Costco retail building, a Costco gas station and a 2,558± square feet freestanding building with drive-through facility occupied by Union Savings Bank. The lot is improved with 330,000± square feet asphalt paving and ample parking spaces. There are three curb cuts onto the western margin of Federal Road. As part of the development of this property a detailed site plan was required by the Town of Brookfield. Landscaping was an essential element of the approved site plan.

Summary of Acquisition:

The acquisition area, containing 236± square feet, is in proximity to the Union Savings Bank building on the subject lot. The easement to slope area, which contains 1,503± square feet, abuts the acquisition area. Impacted site improvements within both the acquisition area and the easement to slope area to include five trees and a portion of a landscaped island to include shrubbery and mulch.

Justification of Contributory Value:

In determining the contributory value of the impacted site improvements, the appraiser considered the market value of landscaping sufficient to meet the requirements of the Brookfield zoning regulations and sufficient to be in conformance with the subject's site plan approval. Reference was made to the Marshall & Swift cost estimate manual. The appraiser attempted to reach out to landscaping market participants. Knowledge and experience with prior appraisal assignments was also beneficial in concluding a market value.

Separately, the appraiser considered the overall appraised value of the subject property determined by the Brookfield assessor. As mentioned in the report, the appraiser did not conclude a market value for the entire property – only land market value was concluded. A market value was applied to the subject's overall site improvements based on the Assessor's appraised value. Using the market value applied to the overall subject site improvements, the appraiser was able to conclude a pro-rata contributory value of the site improvements within the combined acquisition and easement to slope areas.

Conclusion:

The appraiser then determined the contributory value of the impacted site improvements by reconciling these two methodologies.

Staff Response: OK

RECOMMENDATION: Board approval of damages in the amount of \$27,500 is recommended for the following reasons:

1. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes.
2. The damages are supported by the DOT Appraiser's estimate of value.

DAMAGES: \$27,500.00

DOT PROJECT: The purpose of this project is to improve safety on the lower portion of Route 202 (Federal Road) for all users. The project limits are from the driveway of BJ's/Kohl's to the intersection of Route 202 (Federal Road) and Route 133 (Junction Road).

The project consists of four (4) intersection safety improvements:

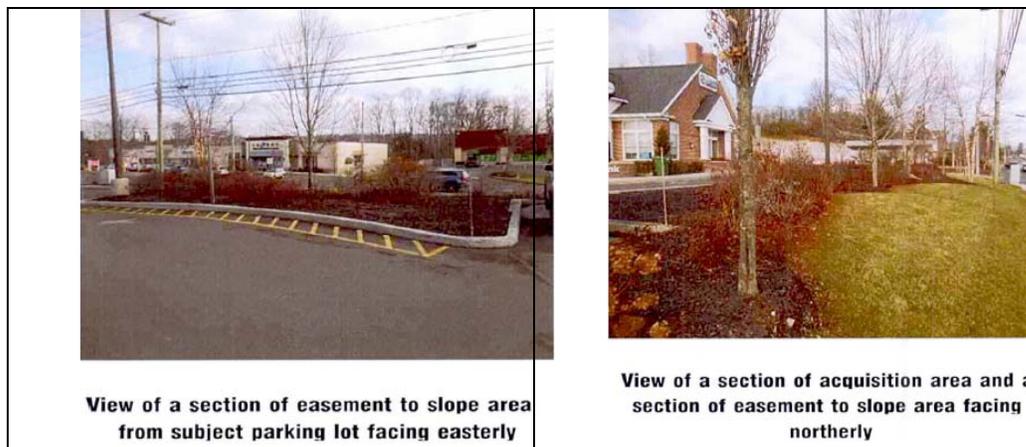
- The construction of a southbound dedicated left-turn lane into Chick-Fil-A and Shop Rite plaza.
- The installation of a traffic signal at the intersection of Beverly Drive and Hardscrabble Road.
- The installation of a traffic signal at the southern intersection of Route 202 and Old New Milford Road.
- The removal of one of the two traffic signals at the northern intersection of Route 202 and Old New Milford Road.

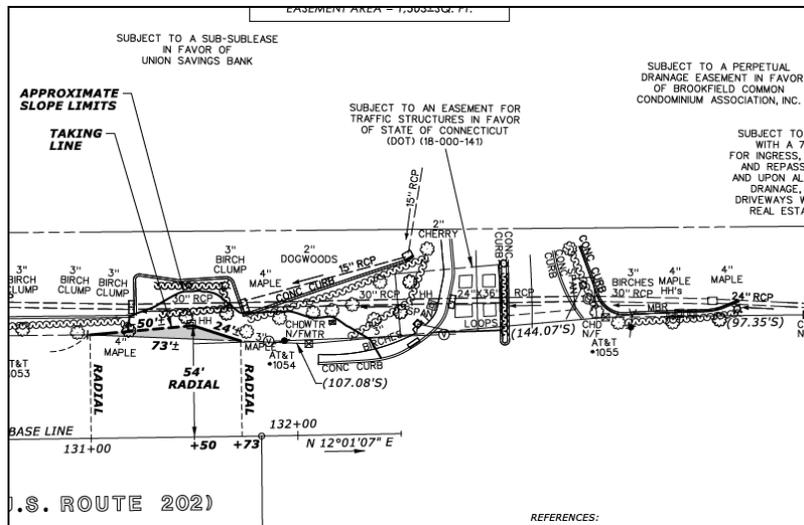
The project also proposes the widening of the roadway along the corridor to provide 4-foot shoulders to improve safety for bicyclists. In addition, the project will include the construction of 5-foot sidewalks to accommodate pedestrian traffic along the corridor.

The present schedule indicates that the design will be completed in January 2021, with construction anticipated to begin in summer 2021. The estimated construction cost for this project is approximately \$6.0 million, anticipated to be undertaken with 80% federal funds and 20% state funds.

Subject Property Description, Before the Taking: The subject property is an irregular-shaped parcel, containing 16.31+/- acres (710,430+/- square feet), with 1,528 feet of frontage on the west side of the roadway. The topography slopes gently downward from its western perimeter toward its eastern perimeter. There are three curb cuts onto Federal Road. The northernmost curb cut provides access to a Costco gas station and also provides direct access to the rear of the subject. The second curb cut is between the Costco gas station and a stand-alone Union Savings Bank (also on site). The third curb cut is at the southernmost point of the subject and provides access to the rear of the on-site Costco big-box retail store. There is an easement over this driveway providing access to the abutting property to the south of the subject. This abutting property is occupied by a McDonald's fast food restaurant & drive through. The entire property is within the C-1(Regional Commercial) zoning district. Site improvements include a 333,000+/- square foot asphalt parking area. There is ample on-site parking. Additional site improvements include a Costco gas station situated at the northern end of the subject parcel. This gas station comprises nine island pump stations under a 5,760 square foot canopy.

The property is located on the intensely developed retail/commercial neighborhood known as the 'Miracle Mile.' The property is pre-existing non-conforming regarding site requirements. The highest and best use is for continued commercial use as improved.





As a result of the taking the property will not conform to zoning, requiring a variance. Based on the Appraiser’s research, the variance will likely be granted due to the nature of the variance.

The specific area of the slope easement is to accommodate a new bus stop location with shelter and enough area for safe pick-up/drop-off locations. Within the easement area, multiple trees, shrubs, landscaping and curbing will be removed.

After acquisition, both the 236+/-SF parcel and the 1,503+/-SF easement area shall be cut for the safety of the highway. A small section of the 236+/-SF parcel will be improved with a poured concrete sidewalk that is intended to enable a safer pedestrian traffic flow. A nearby public bus stop on the southbound side of Federal Road, situated immediately south of the acquisition parcel, is currently accessed via the grass margin on the western side of the street. This bus stop will be relocated onto the acquisition parcel, thus allowing passengers to access the bus stop via the proposed concrete sidewalk.

Currently, there is no landscaping providing a contributory value to the 236+/-SF acquisition parcel. Impacted landscaping within the 1,503+/-SF easement area includes 5 deciduous trees and shrubbery. During site inspection, this appraiser noted a gas utility manhole cover that appears to be within the acquisition area. This report makes the assumption that any and all impacted utilities will be relocated and, therefore, are not considered in the concluded values.

After Valuation:

Land Valuation: Based on the sales data comparison approach, the appraiser analyzed the same three sales of land in the Before and concluded that the fair market value of the subject land included was \$14.00/square foot, or

Item	Calculation	Value
Fee Simple	708,691 sf x \$14.00/sf	\$9,921,674
Slope Easement	1,503 sf x \$14.00/sf x 50%	\$10,521
	Total	\$9,932,195
	Rounded	\$9,932,000

In addition to Direct Damages, DOT has awarded nominal damages to the Grantor to process the required zoning variance in the amount of \$2,500.

Calculation of Permanent Damages

Item	Value
Before Valuation	\$9,955,000
After Valuation	\$9,932,000
Permanent Damages	\$23,000
Plus cost of variance and map	\$2,500
Total Damages	\$25,500

From the Administrative Settlement narrative.

The Department's offer letter in the amount of \$25,500.00 was tendered on March 16, 2020 and the appraisal was subsequently provided the property owner, Gary Michael Jr. per his request. Mr. Michael rejected the Department's offer claiming an additional \$4,500.00 in damages. He maintained that the \$14 per sq. ft. unit value was not representative of the actual fair market value of his property. Mr. Michael noted that the slope easement would essentially reduce usable land and opined that the contributory value attributed to the lost landscaping would not cover the cost of replacement, installation and redesign of the landscaped area. Lastly, he stated the estimated value for anticipated variances and modifications was not compensatory.

Continued negotiations concluded with a compromise in the total amount of \$27,500.00 as full and final payment for the property rights being sought, and all damages resulting from the project. The increased amount of \$2,000.00 is considered fair and reasonable given the direct and indirect damages to the subject property.

Staff inquired with DOT for clarification of the following issues:

1. Please provide support for the Appraiser's \$9,000 estimate for the contributory value of the affected improvements.

RECOMMENDATION: Board recommend suspension of this proposal pending clarification of issues raised by the Board.



Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 10:14. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 20-111-A
Transaction/Contract Type: AG/PDR
Origin/Client: DoAG/DoAG

Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 10:29. The motion passed unanimously.

OPEN SESSION

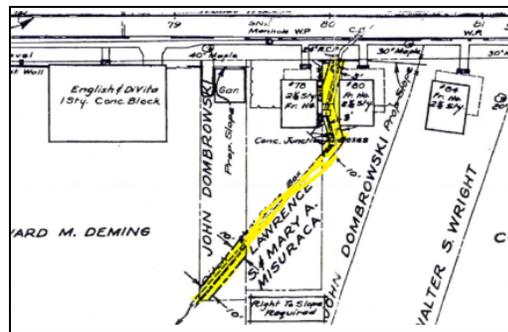
4. REAL ESTATE – NEW BUSINESS

PRB # 20-114
Transaction/Contract Type: RE – DROW Exchange
Origin/Client: DOT/DOT
Project Number: 162-039-019A & 019B
Grantee: Winsted Medical Associates, LLC
Property: Winsted, South Main St (70-84)
Project Purpose: Exchange Drainage Right of Way to Sole Abutter
Item Purpose: Easement Deed & Release of Easement Deed

Exchange Price: \$10,000

Under this proposal, DOT will release a Drainage Right of Way that encompasses approximately 2,200 square feet on this 2.42 acre property. The DROW was acquired in 1948 and 1949 for a total of \$50.

The sole abutter is comprised of a 2.42 acre site, opposite the terminus of the Route 8 expressway and abutting a NCCC property to the west. The site is approved to construct a 30,000 square foot medical office building to be occupied by Hartford Healthcare (steel in place).



Note: Release DROW outlined in yellow.





Short Form/Letter Valuation – With the release of this DROW via a Sale by Abutter Bid, DOT Appraiser Anthony John DeLucco appraised the property, as of July 26, 2019.

From the Appraisal Report:

DROW Release:

As previously mentioned, the location of the DROW is located in the front portion opposite the Exit Ramp off Rt. 8 North and extends to the northwest to the middle of the site. The DROW is approximately 10' Wide for a distance of approximately 220+/- Linear Feet, resulting in a total area of 2,200+/-Sq. Ft. The size (as estimated by CONNDOT surveys) and location were critical factors in determining the release value of the DROW.

The size (as estimated by CONNDOT surveys) and location were critical factors in determining the release value of the DROW. The release area of the DROW is estimated at 2,200+/- sq. ft. This area was an estimate based on the A-2 survey map and was deemed accurate given the data.

A review of comparable commercial land sales that were purchased to construct medical offices in both Litchfield and Hartford counties were researched. After making the appropriate adjustments for each sale, it was determined that \$6/psf was deemed to fair and reasonable for the subject property, i.e. approved for Large Medical Office building with a Helipad. In order to estimate the release value of the DROW, the appraiser was required to apply the unit value (direct valuation) of \$6/psf to the total area being released. The percentage of fee of 75% was deemed to be fair and reasonable given the data available.

The Appraiser concluded the market value of the building lot was \$6.00/square foot, with the value of DROW calculated as follows:

Item	Calculation	Value
Drainage Right of Way	2,200 sf x \$6.00/sf x 75%	\$9,900
	Rounded	\$10,000

Sale by Abutter Bid & Negotiations – On August 29, 2019 DOT presented the property owner with an asking price of \$15,000 to release the DROW (inc \$1,000 admin fee). The property owner countered with \$7,447.50 which was rejected. On September 5, 2019, the property owner increased their offer to \$8,937, which was subsequently negotiated to \$9,000, plus \$1,000 administrative fee.

DOT is seeking approval for release of the DROW as it removes any liability and maintenance responsibilities on the state and that it will support commercial development.

Staff inquired with DOT for clarification of the following issue:

- Please reconcile the Appraiser’s estimate of value at \$6.00/sq.ft. in light of the property owner’s acquisition of the 2.44 acres for \$1,100,000, or \$10.33/sq.ft. plus demolition costs.

DOT Response: At your request I have reviewed the original appraisal that arrived at a \$6/psf in determining the release value of the 2,200+/- sq. ft. DROW.

The subject property was comprised of three (3) separate parcels that were assembled into one parcel to develop a Medical Complex. All three (3) transactions were recorded in 2016 and totaled a sum of \$1,100,000, which as you indicated equates to \$10.33/psf. Demolition costs would typically be added to price per sq. ft., however these costs were not available.

In light of this sale, it is still my opinion that the Fair Market Value of the subject property is \$6/psf, notwithstanding the use of the subject property as a comparable sale. The majority of sales that occurred within the subject’s geographical area were between \$4-\$8/per sq. ft. range.

Considering the subject property as a sale, one would be required to get more information on when the meeting of the minds took place and what the written agreements were between the seller and the buyers. This information was not available. The buyers were obviously driven by the “Special Use” development that they were proposing, not by the typical market value of the land, therefore buyer motivation was extremely high, which would normally be adjusted downward. Lastly, Fair Market Value is not determined by one sale alone, however several sales should be reviewed and analyzed.

It should be noted at the time of the appraisal, there were still many outstanding conditions that the town was requiring the developer to complete prior to getting their formal approval.

Staff Response: OK

- Please provide a copy of the valuation utilized to acquire the 970 sq.ft. defined traffic easement from Winsted Medical in September 2019, as recorded in volume 448/308 of the Winchester land records.
DOT Response: Winchester Medical Associates LLC donated the traffic easement to the DOT as a requirement of the Permit issued by the District office, therefore there was no appraisal report. (see attached deed and map)

Staff Response: OK

Recommendation – Staff recommend approval of the proposed Release in the amount of \$10,000 (\$9,000 + \$1,000 Admin Fee) for the following reasons:

1. The conveyance complies with Section 13a-80 & 13b-4(11) of the CGS governing the release of excess property by the Commissioner of Transportation.
2. The conveyance complies with Section 4b-3(f) of the CGS governing the release of excess property by the Commissioner of Transportation and approval by SPRB.

PRB #	20-115
Transaction/Contract Type:	RE – Release
Origin/Client:	DOT/DOT
Project Number:	151-273-15B
Grantee:	CAB Properties, LLC
Property:	Waterbury, Hamilton Ave (815)
Project Purpose:	Release Subterranean Easement
Item Purpose:	Release of Easement Deed

Release Price: \$12,000

Project Background: The project for the Reconstruction of Interstate 84 was initiated in 2001, and the Board reviewed a series of takings from 2001 – 2004. It involved the widening of I-84 at Interchanges 24 and 25, reconstruction of on and off ramps, ancillary bridges and impacted city roads.

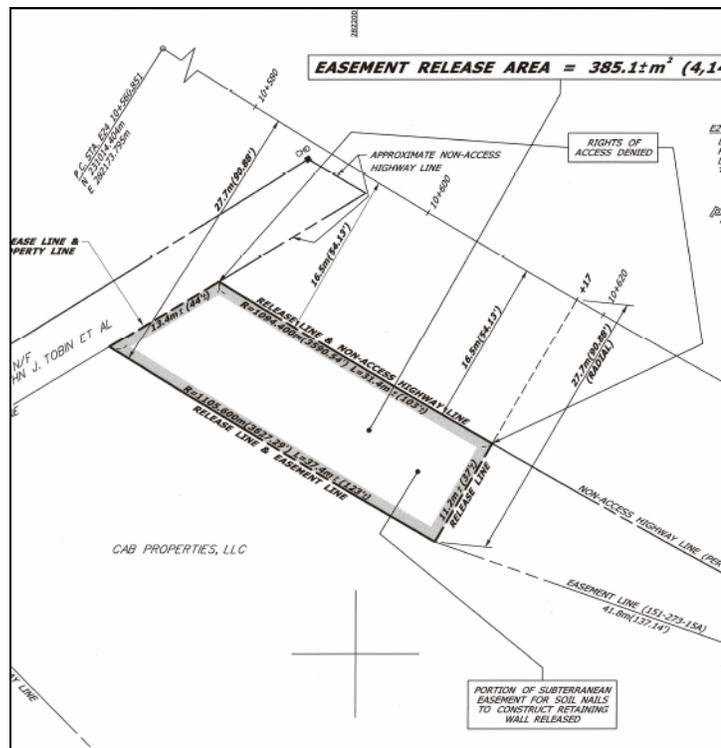
Under PRB #16-198 the SPRB approved a DOT acquisition (\$9,950) of a construction easement to be used for the construction of a retaining wall using soil nails to correct slope failure and erosion. Soil nails stabilize the soil behind the retaining wall. The wall is designed to stabilize the slope supporting I-84 Eastbound. The easement is subterranean, and affects 10,592 SF located along the rear property line beneath the retaining wall constructed along the non-access highway line. The completed project included the construction of a retaining wall along I-84 East Bound near Hamilton Avenue, Waterbury.

Under PRB #20-115, DOT is now seeking SPRB approval to approve the release of a 4,146 square foot portion of the subterranean easement to the property owner in exchange for a Release Price of \$12,000.

Site Description: The property consists of a 2.04 acre, commercially zoned site, utilized for used car sales. The site is located on the north side of Hamilton Avenue and borders the non-access highway line of Interstate 84.



(Note: Billboard is in immediate vicinity of easement area to be released.)



Restricted Appraisal/Value Finding – With the release of this subterranean easement, DOT Appraiser Anthony John DeLuco appraised the property, as of June 10, 2019.

From the Appraisal Report:

Land Valuation:

Several commercial recent land sales were reviewed within the City of Waterbury that indicated a raw data range of \$5/psf to \$12/psf. After adjusting all the commercial land sales that were used, the indicated adjusted range between \$6/psf to \$10/psf. In the opinion of this appraiser, the chosen unit value of \$8/psf was used to determine the value of the site as vacant. All the commercial land sales will remain in the appraisers work file. The value of the total site at \$8/psf would be the following: 2.04+/-acres or 88,862+/-sq. ft. x \$8/psf equals \$710,896 rounded to \$711,000.

Value, on a per sq. ft. basis, supported by land sales in the appraisal: \$8/psf

The Appraiser concluded the market value of the land was \$8.00/square foot, with the value of DROW calculated as follows:

Item	Calculation	Value
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Release of Subterranean Easement	4,146 sf x \$8.00/sf x 25%	\$8,292
	Rounded	\$8,300

Negotiations – On June 18, 2019 DOT presented the property owner with an asking price of \$12,000 to release the subterranean easement (inc \$1,000 admin fee), which was accepted.

Recommendation – Staff recommend approval of the proposed Release in the amount of \$12,000 for the following reasons:

1. The conveyance complies with Section 13a-80 & 13b-4(11) of the CGS governing the release of excess property by the Commissioner of Transportation.
2. The conveyance complies with Section 4b-3(f) of the CGS governing the release of excess property by the Commissioner of Transportation and approval by SPRB.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB # 20-121
Origin/Client: DCS/DAS
Transaction/Contract Type AE / Task Letter
Project Number: BI-N-353
Contract: OC-DCS-CIV-LA-0034
Consultant: Milone & MacBroom, Inc.
Property Statewide DESPP Facilities
Project purpose: Site and Infrastructure Review of DESPP Facilities
Item Purpose: Task Letter #4

At this point, Sherry Petruccione, DCS Architect, joined the meeting at 9:33am and left the meeting at 9:49am.

PROPOSED AMOUNT: \$144,700

In September 2017, SPRB approved Milone & MacBroom, Inc. (“MMI”) (PRB #17-252) as one of seven firms under the latest On-Call Civil-Survey Series of consultant contracts. These contracts have a common expiration date of October 30, 2019 and have a maximum cumulative fee of \$500,000. On September 23, 2019, the SPRB approved Amendment #1 to the On-Call Series extending the expiration date to November 21, 2021 (#19-194-#19-200).

MMI was approved for the following task(s) under this series:

• Task Letter #1	SCSU – Women’s Softball Field	\$22,000	(Informal)
• Task Letter #2	DVA – Cemetery Master Plan	\$122,000	(#18-138)
• Task Letter #3	CCSU-New Engineering Building	\$11,750	(Informal)
Total Fee to Date:		\$155,750	

Under this proposal #20-121, DCS and DESPP are seeking SPRB approval to retain the Consultant, Milone & MacBroom, Inc. (MMI), to provide facility assessments and a master plan study of DESPP facilities throughout the state, including twelve (12) Troop Facilities, Headquarters, Brainard Airport, four (4) Fire Academies, Mulcahy Complex, Training Academy, four (4) Statewide Narcotics Task Force (SNTF) Facilities, Seymour Impound, West Haven Toll, Fleet, Simsbury Range, Candidate Physical Ability Test (CPAT) Center and, Henry D. Altobello Children and Youth Center (Altobello). The building locations are throughout the state of Connecticut such as: Bethany, Bridgeport, Colchester, Danielson, Groton, Hartford, Litchfield, Meriden, Middletown, North

Caanan, Seymour, Simsbury, Southbury, Tolland, Uncasville, West Haven, Westbrook, Willimantic, and Windsor Locks.

The DESPP requires the following scope of services:

- A. Project Administration and Engagement
- B. Program Assessment
- C. Facilities Assessment
- D. Planning Charrette
- E. The Master Plan

The Consultant's total fee of \$144,700 shall be paid as follows:

- First Draft Study: \$58,580 due within 90 calendar days after receipt of the approved task letter.
- Second Draft Study: \$36,250 due within 60 calendar days after receipt of DAS and DESPP responses to the First Draft.
- Charrette: \$8,990 due within 45 calendar days after receipt of DAS and DESPP responses to the Second Draft Study.
- Final Report and Masterplan Presentation: \$20,880 due within 60 calendar days after receipt of DAS and DESPP responses to Charrette.
- Contingency: \$20,000 after receipt and acceptance of written approval of issues impacting the study by DAS.

Staff asked DCS to clarify the following:

1. Please clarify if the Consultant's services encompass the entire Henry D. Altobello Children and Youth Center (Altobello) campus, or only Building #5 (Highland House) & Building #14 (Garage) assigned to DESPP in May 2017.

DCS Response: We are only looking at DESPP facilities so Building 5 and 14 are covered by this study. Our goal is to evaluate all the current DESPP occupied facilities only and develop a vision moving forward for the most efficient way to use them, determine if facilities are redundant or if they are missing needed program elements, it is not the intention of this study to evaluate the broader Altobello campus.

OK

2. What is the intent of including the Simsbury property in this Study when its limitations have been well documented.

DCS Response: All DESPP properties are included and the Simsbury Range is one of their properties. Although exhaustive study was conducted under the previous administration, and determination had been made the existing Simsbury Range was not suitable for a host of reasons this administration reversed course and so we need to reassess the Simsbury Range and determine, as part of the broader study, what its future and function may be along with needed capital investments.

OK

3. Identify which four fire academies are included within the study.

DCS Response: The following are the included facilities:

Litchfield County
Eastern Connecticut
CT Fire Academy (Windsor)
CPAT Center (Meriden)

These are the four fire academies where the building and land are under the oversight of DESPP and require facility assessment – Litchfield and Eastern, being new facilities require little to no

physical assessment but should be considered under the purview of a master-plan in terms of geographic suitability and long term maintenance considerations to best develop a comprehensive capital plan.

OK

4. Clarify what, if any, previous Facilities Studies have been obtained over the past five years.

DCS Response: Approximately two years ago a study was conducted for the State Forensics Lab in Meriden which included assessment of the existing Mulcahy Complex. That study will serve as relevant information for this broader, higher level, master plan study. In addition, any work we can share regarding the replacement for the Simsbury Range, meant to be a broader training facility and not just a firing range will be provided to the Consultant to assist in the preparation of the new study.

OK

5. Given the new normal or aftermath of Covid 19, should the scope be changed in any way to accommodate new requirements within the buildings?

DCS Response: My opinion is no. Since we are conducting the study within the context of the current medical crisis any planning outcomes based on new thinking will be evident in the results of the study and, in addition, the stakeholder team will be bringing such impacts to the attention of the Consultant throughout the process – I think the scope is adequately defined.

OK

RECOMMENDATION: It is recommended that SPRB approve Task Letter #4 in the amount of \$144,700.

- DCS confirmed \$144,700 is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$500,000 and a term that was extended to 11/21/2021 (PRB #19-195). Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$194,250.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 4/09/2020.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILES #20-107 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #20-107. The motion passed unanimously.

PRB FILES #20-111-A – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #20-111-A. The motion passed unanimously.

PRB FILES #20-114 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #20-114. The motion passed unanimously.

PRB FILES #20-115 – Mr. Berger moved and Mr. Halpert seconded a motion to approve PRB FILE #20-115. The motion passed unanimously.

PRB FILES #20-121 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #20-121. The motion passed unanimously.

9. NEXT MEETING – Monday, July 6, 2020.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary