

POST FALLS HIGHWAY DISTRICT  
JUNE 2009 MINUTES

Regular Meeting – June 3, 2009, 5:59 pm, E. 5629 Seltice Way

Lynn Humphreys, Chairman, called the meeting to order at 6:00 P.M. Present were Commissioners Lynn Humphreys, Terry Werner, Robert Miller; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; and Engineer Darius Ruen.

Commissioners had no conflict of interest with any agenda item.

Terry Werner moved to approve the May 2009 minutes as amended and vouchers. Bob Miller seconded. Motion carried unanimously.

CURRENT BUSINESS

City of Post Falls Duathlon – A yearly race that runs up West Riverview, around Stateline and back. It will be held Sunday, June 14. The District sweeps Riverview.

Freddie Road Gate – Mr. And Mrs. Freddi were at Monday's workshop stating concerns of poaching, bon fires, dumping, and feeling unsafe walking on their property. Terry stated our attorney recently stated that gates cannot be locked on public rights of way. It is his recommendation to remove the gate. Kelly stated an encroachment permit was issued in 2003 for the gate. Terry Werner made a motion to provide the permittees with 14 days notice to remove the gate. If it is not removed within the 14 day period, the Highway District will remove it and they will be sent a bill for our time to remove it. Bob Miller seconded. Motion carried unanimously. The Chairman asked staff to prepare the necessary documents.

Cranston Gate (Clifford Lenz) – Mr. Lenz signed the Permit to Use Right-Of-Way Agreement on May 26, 2009. The permit is now ready for the Chairman's signature and was signed as such with conditions.

CORRESPONDENCE

Marie Rau – Ms. Rau sent a letter regarding her concerns of the Huetter and Poleline intersection. A response letter from the District was reviewed. Kelly reviewed the site and a second letter was sent stating accident data and site distances.

Water Rights – A filing notice for water rights was received from the Idaho Department of Water Resources. Lynn asked if we have rights to lay claims to. Kelly doesn't know of any but Terry asked if either Hayden or Prairie pits have any wells. Kelly said no. Terry stated you can find, by name, water rights on the IDWR's web page and asked staff to look for any. Lynn asked Staff to review.

F.B.I. thank you letter – The District allowed the Joint Terrorism Task Force to conduct explosives identification and demonstrations in the Hayden pit, May 11-15, 2009.

Helbling Insurance letter – An update letter to previous quotes that have now expired. A renewal application will be required for additional quotes.

ROAD SUPERVISOR

Lancaster mag application – A 'super mag mix' was applied to Lancaster from Meyer to Huetter two weeks ago. Within two days, it fell apart. The manufacturer was contacted and lab samples have been sent in for testing. Kelly anticipates the lab work will show the gravel that was applied last year did not have enough fines. If this is the case, he would like to add about 600 tons of different gravel, the same Deatley crushed for us before, and mix it in with the current gravel. The cost will be approximately \$1,000 and take one day. Lynn asked if Kelly was confident that was the problem and Kelly is sure, there wasn't enough clay content.

Signal review on Atlas and Prairie & Ramsey and Prairie – Kelly met with the City of Coeur d’Alene, City of Hayden, and Lakes Highway District. At Atlas and Prairie, the Average Daily Trips (ADT) through the intersection with three accidents in 2008. Ramsey and Prairie had ten accidents in 2008 and five so far in 2009 with the ADT’s slightly higher. Kelly told the other agencies he would go along with changes at their intersections so long as it doesn’t cause confusion on other 5-headed signals. Possibly posting a green ball and a green arrow at the same time rather than a red ball and green arrow. Bob wondered if the ball could be set amber but Kelly cautioned state and federal codes only allow certain configurations. Kelly also commented these type of signals are used all over with other drivers using them.

EPA permit – Kelly met with City of Post Falls, City of Coeur d’Alene and Lakes Highway District regarding the National Pollutant Discharge Elimination System (NPDES) permit. All entities will, together, share education and training. To keep the District in compliance with EPA, a report needs completed by January 1 and a lot of work will be required in 2010. Kelly asked the Board for help from Ruen Yeager since he will have to educate himself on the process. Terry reiterated Kelly’s concerns. Lynn asked that if Darius had the staff, Kelly should work with them so we stay compliant.

Executive Session – Kelly asked for an executive session after the meeting to discuss a personnel matter.

#### ENGINEER

Bella Ridge 1<sup>st</sup> Addition – This subdivision proposal encompasses land in both highway districts of Worley and Post Falls. It has been discussed before, most notably at a Special Meeting held in December 2008. Darius has a letter drafted for comments but needed some direction from the Board. This is a major collector and our standard road width is 28-feet. Roger Glessner, INC, has asked for 24-feet which Worley verbally approved; this Board wanted to keep with the 28-foot width, however 22-foot roads can be built on the small loaded, interior roads. Discussion followed regarding right-of-way widths, pavement widths, slope easements; more detail on specific items, and spacing. Terry requested they submit their stormwater permit to EPA. Lynn asked how they propose to keep traffic out of the emergency accesses but Darius said there was no detail. Lynn commented Darius had a good start on with his draft.

Caravelle Estates 1<sup>st</sup> Addition – The applicant is proposing two lots be split so that there are four lots total. Discussion followed about collection \$3,500 in-lieu-of fees for the two additional lots. Terry stated he was not in favor of collection of the fees because the road is already built and they should not have to pay for maintenance projects such as a chip seal.

Vangelo Estates – Darius had asked for a site disturbance permit but the plan is not adequately detailed and has asked for more information. There is only 25-feet of right-of-way so Darius has asked for more as well as a utility easement and \$3,500 per each extra lot. He has also asked for a profile. Darius would like to notify the applicant/representative for more information prior to sending a letter to the County.

Dominican Sisters – This proposal is to add five acres to the existing property. On that site, they propose to add buildings, a residence, and playground areas. Although there was no trip generation information, it was the general consensus that this will not affect current operations and there are no conditions.

Robert King – Mr. King met with the Board at a May workshop for preliminary questions about a minor subdivision on Hidden Valley Road. He is confused about how to proceed and spoke with Darius on how to get started. Darius talked to the Board about him helping Mr. King if they did not have a problem with it, otherwise, he would suggest Mr. King use another firm. Some discussion followed and Darius felt it best to have Mr. King contact another firm since there may be approach and/or road issues if the applicant cannot get an easement he hopes for from neighbors.

#### OFFICE

Set date to canvas votes – The Board stated historically this has been done on the following Business meeting after the election. Therefore, the date is set for August 5, 2009 at 6:00 PM.

City of Post Falls Business License – The District’s business license expires in July and the City has sent an application. The Chairman signed the letter.

Audit – Last year, the Board discussed obtaining another auditing firm. Discussion followed about pursuing an RFP and pro/cons of using a different firm. Magneson and McHugh provide this service for the three other Districts. Terry stated he liked using Anderson Brothers because they are local and reside in the District but Magneson and McHugh would be more thorough. Lynn stated his concerns about audits on previous audits. Shirley stated she is ready to meet with the auditors as was discussed several months back but didn’t want to spend the money if the Board wished to change auditors. The full Board agreed that RFP’s would be a good idea and asked Staff to put together a proposal for the Board’s review.

Declaration of Candidacy – Bruce Noble picked up a declaration; Louis Barten picked up one earlier in the day and returned the completed declaration within a couple of hours.

### COMMISSIONERS

Sub-District Terms - Terry Werner has concerns about Resolution 2008-6, if the terms mentioned for Sub-District are correctly written at five years.

### Executive Session

Terry Werner moved to enter into Executive Session at 7:07 PM pursuant to the provisions of Idaho Code 67-2345, Subsection 1(b). The purpose of the executive session is to discuss personnel matters. Bob Miller seconded. Role call:  
Commissioner Miller: aye  
Chairman Humphreys: aye  
Commissioner Werner: aye  
Terry Werner made the motion to come out of the executive session at 7:21 PM. Bob Miller seconded. Motion carried unanimously.

The Regular Meeting reconvened at 7:21 PM. With no further business, Terry Werner made the motion to adjourn at 7:22 PM. Bob Miller seconded. Motion carried unanimously.

### Regular Meeting – June 17, 2009, 6:00 pm, E. 5629 Seltice Way

Lynn Humphreys, Chairman, called the meeting to order at 6:00 P.M. Present were Commissioners Lynn Humphreys, Terry Werner, Robert Miller; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; and District Engineer Darius Ruen. Attorney Susan Weeks joined the meeting at 6:10 PM. Guest present was Floyd Tatum of CdA Craftsman.

Commissioners had no conflict of interest with any agenda item. Terry Werner stated such but added he is an employee of the City of Post Falls but does not work in the department that issues business licenses.

### CURRENT BUSINESS

#### Business License

Terry Werner moved to sign the business license with the City of Post Falls. Bob Miller seconded. Motion carried unanimously.

#### Kootenai County Office of Emergency Management Notice of Acceptance

Lynn stated Kelly has been attending these meetings and asked Kelly is we want to continue which was affirmatively answered adding they have an emergency operations plan in place and we are here to help when needed. Terry Werner moved for the Chairman sign the Notice of Acceptance and Participation of the Kootenai County Emergency Management Operations Center. Bob Miller seconded. Motion carried

unanimously.

#### Treend Agreement

The District has received the agreement back from Treends with their signatures. Terry Werner moved the Board sign the Treend Agreement. Bob Miller seconded. Motion carried unanimously.

The Chairman addressed the member of the audience.

Driftwood Drive - Floyd Tatum from CdA Craftsman (208-651-8433) thanked the Board for talking to him on short notice. Mr. Tatum has a customer in which he has been hired to add an addition to their home. An addition to the front of the house can only be done if the District allows it to encroach into the right-of-way. Kootenai County Planning and Building does not know what the setback is at this Driftwood Drive location and has asked the builder to confirm with the District as to what will be allowed. After discussion of the measurements, right-of-way widths, and Kelly's input, it was found as an acceptable request. Terry Werner made a motion for the Road Supervisor to put together a letter allowing the encroachment into the setback and the Chairman sign such letter. Lynn asked for the motion to contain clarification from the County that they are passing the jurisdiction on to the District. Terry so added. Bob Miller seconded. Motion carried unanimously. Mr. Tatum asked for clarification as to where he should measure from, the property line or centerline. Kelly will provide an actual measurement.

#### CORRESPONDENCE

Freddi Road Gates – Based on the Board's June 3 decision to remove the gates, a letter was sent to the permit holders. Since, two letters against the gate and one e-mail in favor of the gate were received. The Board stated it has already been determined the gates are in violation of State Statute. Discussion followed including Susan Weeks stating the District is immune from liability. Kelly stated that although we asked the permit holders to remove the gate, he thought it would be better if the District remove the gate. The Board agreed. Lynn asked that we notify Shawn Bonnough only routine maintenance will be allowed by private parties; an encroachment permit is required if they want to do more than routine maintenance.

ICRMP Renewal information – A letter was received providing the estimated cost for the 2009-2010 year. The \$32,101 estimate is 15% lower than the 2008-2009 rate. Lynn asked if this bill will be paid out of Account 1038-Insurance Fund. Shirley stated it will be paid from that account.

Cedar Creek Estates letter – John DeVries, President of Triple Grace, Inc. sent a letter accompanying his \$12,058.72 payment. Lynn stated that since payment has been made, the District can proceed with his review and directed staff to ensure the review is in progress.

Kootenai County Public Hearings and Hearing Examiner – The Board reviewed notice of the following dates and proposals: June 25, OA-144-09-Amendment to the Hearing Bodies and Hearing Procedures, Kootenai County Ordinance; July 9, C-1162-07-David and Beth Tysdal; July 16-VAR09-0003-Daryl and Carolyn Reynolds. Formal comment has been made where necessary.

Open Meeting Law changes – The Board reviewed notice of a web cast ICRMP will provide for information on the open meeting law changes set for July 1, 2009.

#### ROAD SUPERVISOR

West Mountain – Ken Nichols had this subdivision approved in 2008 but the time has lapsed on his approval. Discussion referred to previous comments about Mincoda Road, slopes, widths, agency jurisdiction, and status of the right-of-way. The road is private but it could be on public right-of-way with Darius stating we had asked for proof during the last review. Terry asked Susan how Hauser could require fewer standards than the County. Discussion followed regarding the jurisdiction and impact areas. Lynn stated it puts the District in a precarious position when commenting because we don't know which standards to follow. Lynn directed Kelly to research who has jurisdiction, the City of Hauser or Kootenai County.

KMPO Model – The Board was asked to review the 2015 and 2030 model prior to Kelly submitting it to

KMPO. The only comment was the timeline is a little aggressive.

#### ENGINEER

Vangelo Estates – Darius previously asked for profiles and has now received them. They do show site distance is acceptable. Right-of-way will be provided. Darius presented the Board with his comment letter for the County. Staff will prepare cover letter for the Chairman's signature.

Bella Ridge 1<sup>st</sup> Addition – Darius presented the Board with his comment letter for the County. Staff will prepare cover letter for the Chairman's signature.

Granite Bluff II – Concerns included access but has been resolved but noted the handwritten note on the Mylar stating Open Space. Fee-in-lieu-of will not be requested since Highland Drive is already built to District standards. This was not acceptable to the Board to sign mylars with notes written identifications.

LHTAC- Darius asked if the Chairman could call LHTAC regarding the Prairie Project regarding the engineer cost cap. Lynn will make the call.

#### LEGAL

Insurance Fund – The Board asked Susan to provide an opinion as to the legality of the Board utilizing funds from Account 1038-Insurance Fund, to assist in payment of medical insurance and contributions to a Health Savings Account for employees. Susan stated Statute nor rules and regulations does not address the way the fund must be spent, it is an internal decision to be made by the Board. She contacted the State Tax Commission who said it could be used for that but was hesitant to put it in writing. She was told the question will be addressed at a Clerk's convention and give her a final determination.

Millview Lane – As per earlier discussions, for recording purposes, Susan asked the Board for permission to change the deed to a permit and call it a temporary easement. Bob Miller made the motion to sign the permit. Terry Werner seconded. Motion carried unanimously. In other discussion regarding Millview Lane, allowing an extended time period to build the road was discussed.

Huetter Road – As per earlier discussions, Susan asked Lynn if he had contact Meyers; he had not but will soon.

Tax Notices and Payments due – As per earlier discussions, Barry McHugh will now review the issue of Highway Districts paying taxes.

Broom Patent – As per earlier discussions, the patent search came back clean. Next step is the 200+/- application and drawings.

Seltice Bridge – As per earlier discussions, Kelly provided Susan with a chronology of the new bridge project.

Big Rock Road – As per earlier discussion, Barry McHugh informed Susan the document would be recorded.

Urban Renewal Funds – As per earlier discussions, Susan has received the last of the public records request from the County. She asked the Board's permission to enlist the help of an accountant, either the District account or go out to bid. She also asked if any Board members want to join a potential Senate sub-committee. Lynn volunteered and Terry stated he would like to sit in on the accountant's review. Dave Wynkoop will look at the URD information from the County with the Board's permission, which was granted.

Agreement Fees Paid – Kelly and Shirley met with Susan earlier in the week to discuss the fourteen parcels that the District chose to review the past two months. Motions were made on all parcels with the exception of Lost Creek, which has not yet met their expiration date for work and/or payments. Motions

are as follows:

Bellehavre Short Plat – Terry Werner made the motion to send a letter to the developer that they have until July 31, 2009 to make payment. Bob Miller seconded. Motion carried unanimously.

Steve and Lori Addition - Terry Werner made the motion to send a letter to the developer that they have until July 31, 2009 to make payment. Bob Miller seconded. Motion carried unanimously.

Elijah House - Terry Werner made the motion to send a letter to the developer that they have until July 31, 2009 to make payment. Bob Miller seconded. Motion carried unanimously.

Everett Estates - Terry Werner made the motion to send a letter to the developer that they have until July 31, 2009 to make payment. Bob Miller seconded. Motion carried unanimously.

Timber Ridge Estates, Outback Station, Evelyn Acres – Terry Werner made the motion to file a release of lien. Bob Miller seconded. Motion carried unanimously.

Kirseboms Hope – Terry Werner made a motion to file a release of lien and transfer funds into the Riverview Road account. Bob Miller seconded. Motion carried unanimously.

Sandra Brown Short Plat – Terry Werner made a motion to file a release of lien. Bob Miller seconded. Motion carried unanimously.

Leasing Employee's Equipment – Susan heard from the Idaho Attorney General's office – We may not lease equipment from an employee, but if the equipment is under an employee's LLC, he cannot technically find anything that prohibits it.

Setting Ordinances by Highway Districts – Susan said East Side Highway District is taking the lead to pass an ordinance and see if it gets challenged.

Election Rotation – The District adopted a different election rotation by ordinance last year. Since the election deadline publication, the press and the Board has questioned Sub-District 2's 5-year term as well as the rotation. Kelly asked Susan to review the statute. After some discussion, Susan explained after the next election for Sub-District 3, the term will be either 2 years or 5 years, based on the Boards decision.

#### OFFICE

Terry Werner moved to approve the vouchers as presented. Bob Miller seconded. Motion carried unanimously.

Mini-Sturgis – Sheri Herbenholz from Cruisers brought in her Special Event application for the second annual event. Kelly will make contact with her.

Office Notifications – Bruce Noble dropped off his Declaration of Candidacy and the County has approved five signatures. Treasurers Report and Profit and Loss Reports were presented to the Board. Shirley has been cross-training Mary for payroll.

#### COMMISSIONERS

None

#### Executive Session

Terry Werner moved to enter into Executive Session at 8:10 PM pursuant to the provisions of Idaho Code 67-2345, Subsection 1(f). The purpose of the executive session is to communicate with legal council.

Bob Miller seconded. Role call:

Commissioner Miller: aye

Chairman Humphreys: aye

Commissioner Werner: aye

Terry Werner made the motion to come out of the executive session at 8:20 PM. Bob Miller seconded. Motion carried unanimously.

The Regular Meeting reconvened at 8:20 PM. With no further business, Terry Werner made the motion to adjourn at 8:21 PM. Bob Miller seconded. Motion carried unanimously.

SPECIAL MEETING: June 1 2009– 1:00 P.M. Commissioners Terry Werner, Bob Miller; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson, and Engineer Darius Ruen met for a District Workshop. John and Bonnie Freddi were guests.

INSURANCE – Updates to the individual census sheets was provided to Copperleaf on May 28. We should have hard quotes in approximately a week.

AGREEMENT REVIEWS – At the April 13, 2009 Workshop, Attorney Susan Weeks asked the Board if we have any outstanding Developers Agreements that have unmet requirements. Staff's review has now been completed and was presented to the Board. Specifically, staff was reviewing if the terms for the plats were complete; if all funds required had been paid; and if funds were put into a dedicated account for the pertinent road. Other discussion included some specific plats that the terms have not been met and if a title company would pick up the lien. Terry Werner asked Staff to meet with Susan so she is ready to advise the Board at her next meeting.

Freddi Road gate – Terry Werner opened the meeting to the public. Mr. And Mrs. John Freddi was in attendance to discuss the gate on Freddi Road. John Freddi informed the Board of problems at the gate site and pullout area. He is afraid to walk on his property because people are hunting and garbage dumping is a big problem. Kelly added at the time, property owners signed a petition stating they wanted the loop gated. Mr. Freddi added the Board had told them a few years back that if gate was not working, they could ask the Board to have the gate removed. Terry informed him we could not make a decision at the workshop but the Board would discuss it at the June 3<sup>rd</sup> meeting. Mr. Freddi added his appreciation of the dedication the crew shows in taking care of their road and for all of their work. They do a wonderful job.

#### ROAD SUPERVISOR

Budget – Kelly provided a comparable of this year's budget and last year's budget to show where we are at this year compared to last year.

#### ENGINEER

Bella Ridge 1<sup>st</sup> Addition – Darius has the mylars and asked the Commissioners if they would like to go through this or he and Kelly could review it and bring in his comments at Wednesday's meeting. Terry asked for the latter.

Caravelle Court – Two lots are proposed to become four lots. Darius does not see a problem.

#### OFFICE

None

#### COMMISSIONERS

None

The meeting adjourned at 1:17 P.M.

SPECIAL MEETING: June 15, 2009– 1:00 P.M. Commissioners Lynn Humphreys, Bob Miller, Road Supervisor Kelly Brownsberger, and District Clerk Shirley Walson met for a District Workshop. Guests were Ken Nichols for West Mountain Plat; Scott Jones from Copperleaf Consulting, Michelle Sandberg from Sync LLC, and Senator Jim Hammond.

West Mountain Plat – Ken Nichols (208-215-6039) was present to discuss this plat that has previously come before the Board with responses provided May 17, 2007 and April 16, 2008 to the City of Hauser. Ken reminded the Board he previously had approval of a four-lot subdivision with access coming from Mincoda, which comes off of Hauser Lake Road. That permit has since expired and he is aware some of the rules have changed. Lynn asked if there is any potential of development into Washington State and Ken said no, not that he is aware; he is willing to dedicate an easement to comply in the event it should develop. According to Ken, this subdivision is under the jurisdiction of Hauser, which allows up to 20 lots prior to the road being brought up to standards. Lynn would like time to discuss the project with our engineer and can have an answer at the July 1 Board meeting. Ken would like a verbal prior so he can put some plans together. He also wants to know if the roadway will be classified as mountainous or flat land terrain so as to determine the grade standards. The fee-in-lieu-of fees were also discussed.

Insurance Discussion – Scott Jones and Michelle Sandberg were present to further clarify insurance costs and a timeline to put a new policy in place. Michelle suggested the District be ready to make a decision during the October proposal period and put into effect the new policy in January. There was some discussion on how the District would have to ‘run out’ the buy down with Advanced Benefits, and then transfer the out-of-pocket to the new plan. How a new plan may impact the employees with less out-of-pocket per employee will be a large consideration for the Board. Michelle stated under our current plan, co-pays can go on forever. A plan should minimize costs for out-of-pocket while provide a benefit for those who do not use their insurance as much. A partial list of options provided by Michelle were, (1) set up an Health Reimbursement Account (HRA) now but don’t use it until next year; (2) Wait until October to see what Regence, Blue Cross, or others are offering; (3) survey employees to see what they want; (4) determine how many employees expect high impact usage of the program, among others. Lynn stated he thinks it is premature to say we are definitely going this route but does feel we are heading in the right direction and doesn’t think we can make that decision by July. The Board still needs to pursue funding resources. Michelle would like to prepare a model. Discussion followed in which the District would like to get the crew’s input. Jim Hammond wanted to stress that a lot of savings will not be immediate for the District but to seek input from other entities that have had this plan in place for several years. Lynn asked that he and possibly others from the District have a model run so we can actually see what will happen as individuals. Scott added a decision in October would put them in good position to have us ready for a January change. He also added the VEBA account is tax-free, not tax-deferred; it is tax free going in, the interest is tax free, and the funds are tax-free going out. Kelly asked that several people from the Crew provide a recommendation to help the Commissioners make a decision.

#### ENGINEER

Unavailable

#### ROAD SUPERVISOR

Freddi Road – Kelly provided copies of a second letter received in opposition to removal of the gates at either end of Freddi Road. Kelly informed the Commissioners that opponents might be in the audience at Wednesday’s Board meeting.

KMPO Future Model – Kelly provided sheets of the 2015 and 2030 submittal for KMPO’s modeling program. He would comments by June 17 so he can get it back to KMPO.

G & G, Smokestack Landscaping (formerly Hughes Greenhouse) – The District received a request for response on changes at the Spokane Street business. Staff prepared a letter stating Spokane Street is subject to spring weight restrictions and their approach be paved back to 50-feet or an approximate amount to reduce tracking onto Spokane Street. The Board felt the letter was fine and consent to Kelly preparing these types of letters without the necessity of using the District Engineer.

#### OFFICE

None

#### LEGAL

Postponed until Wednesday, June 17, 2009.

COMMISSIONERS

None

The Meeting adjourned at 2:33 PM

SPECIAL MEETING: June 3, 2009 – Utility Council, Sargents, 12:00 PM. Attended by Bob Miller and Kelly Brownsberger.

SPECIAL MEETING: June 4, 2009 – OEM, Office of Emergency Management, 7:30 AM. Attended by Kelly Brownsberger.

SPECIAL MEETING: June 4, 2009 – KMPO, ITD Offices, 1:30 PM. Attended by Lynn Humphreys.

SPECIAL MEETING: June 23, 2009 – KCATT, 8:00 AM, ITD. Attended by Bob Miller and Kelly Brownsberger.

SPECIAL MEETING: June 23, 2009 – IAHD, 12:00 PM, CdA Resort. Attended by Lynn Humphreys, Terry Werner, Bob Miller, Kelly Brownsberger, and Shirley Walson.

APPROVED \_\_\_\_\_

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_

Submitted by:  
Shirley Walson, District Clerk