



**ANDREW M. CUOMO**  
Governor

**SUSAN G. ROSENTHAL**  
President & CEO

**BOARD OF DIRECTORS**  
RuthAnne Visnauskas, Chair, Commissioner of NYSHCR  
Robert F. Mujica Jr., Director of Budget  
David Kraut  
Howard Polivy  
Michael Shinozaki

**MINUTES OF THE JUNE 25, 2018 MEETING OF THE  
ROOSEVELT ISLAND OPERATING CORPORATION BOARD OF DIRECTORS**

A meeting of the Board of Directors was held at the Cultural Center Theater, 548 Main Street, Roosevelt Island, New York, on June 25, 2018 at 5:30 p.m.<sup>1</sup>

**Directors Present:**

Monique Reeser	Representing Robert F. Mujica, Director, the State of New York Division of Budget
David Kraut	Director
Howard Polivy	Director
Michael Shinozaki	Director

**Directors Absent:**

RuthAnne Visnauskas	RIOC Chair and Commissioner, the New York State Division of Housing and Community Renewal
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**Officers and Staff Attending:**

Susan G. Rosenthal	President/Chief Executive Officer
Jacqueline P. Flug	Vice President/General Counsel
Shelton J. Haynes	Vice President of Operations
Kimberly L. Quinones	Vice President/Chief Financial Officer
Tamara Andreatta	Director of Asset Management
Mary C. Cunneen	Director of Parks and Recreation
Arthur G. Eliav	Associate General Counsel
Muneshwar Jagdharry	Comptroller
Joseph Marino	Maintenance Supervisor
John McManus	Director of Public Safety Department
Stephen Noone	Assistant Vice President of Capital Planning and Projects
Alonza Robertson	Public Information Officer

**Other Participants:**

Joseph J. Kehm	Partner, EFPR Group, CPAs, PLLC
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<sup>1</sup> The RIOC Board Meeting commenced following a public comment period. The public comment period was not part of the meeting.

1 Director David Kraut called the Board meeting to order at 5:45 p.m. The roll was called  
2 and a quorum found to be assembled and present.

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4 \* \* \*

5 **APPROVAL OF MINUTES**

6  
7 The first item of business was the approval of the minutes of the May 17, 2018 meeting of  
8 the RIOC Board of Directors. The proposed draft of the May 17, 2018 Board meeting minutes  
9 had been previously distributed to all Board members for their consideration.

10  
11 Upon a motion duly made, seconded and carried by a unanimous vote in favor (Ms. Reeser,  
12 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the minutes were **APPROVED** and ordered filed.

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16  
17 **NEW BUSINESS ITEM #1**

18  
19 The first item of new business was the presentation of RIOC's Audited Financial  
20 Statements for the fiscal year ending on March 31, 2018.

21  
22 RIOC Comptroller Muneshwar Jagdharry noted that the Audit Committee of the RIOC  
23 Board of Directors met on June 11, 2018 to discuss this item and introduced Mr. Joseph J. Kehm  
24 Partner with EFPR Group, CPAs, PLLC, RIOC's external auditors. Mr. Kehm noted that he is  
25 substituting for Mr. Joseph Klimek, the responsible partner at his firm who could not attend in  
26 person.

27  
28 Mr. Kehm presented a summary of the auditors' report to the Board. He explained that  
29 after reviewing RIOC's financial statements, all of the determinations ended with clean opinions  
30 as RIOC was found to be compliant with all of the required government accounting standards. He  
31 further noted that the auditors had no disagreement with the management.

32  
33 Director Polivy stated that RIOC's Audited Financial Statements for FY 2016-17 were  
34 reviewed by the Audit Committee on June 11, 2018. Mr. Polivy noted that all questions posed by  
35 the Audit Committee in regard to this report were answered to the Committee's satisfaction. Mr.  
36 Polivy states that the Audited Financial Statements for FY 2016-17 will be posted on the RIOC  
37 website and PARIS reporting system.

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39 \* \* \*

40  
41 **NEW BUSINESS ITEM #2**

42  
43 The second item of new business was the approval of Annual Report for the Fiscal Year  
44 ending on March 31, 2018.

45  
46 Comptroller Jagdharry stated that the Annual Report is being presented to the Board  
47 pursuant to Section 2800 of the Public Authorities Law. He briefly went over the details of the

1 Annual Report for FY ending March 31, 2018 and listed some of the major accomplishments of  
2 the Corporation. Mr. Jagdharry recommended the report for Board approval.

3  
4 Mr. Polivy noted that this item was reviewed by the Audit Committee on June 11, 2018,  
5 and recommended its approval.

6  
7 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
8 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:

9  
10 **RESOLUTION**

11  
12 APPROVAL OF ANNUAL REPORT  
13 FOR FISCAL YEAR ENDING MARCH 31, 2018  
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15  
16 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State  
17 of New York, as follows:

18  
19 Section 1. that the Annual Report for fiscal year ending March 31, 2018, annexed  
20 hereto, is hereby approved and may be submitted to the Governor, the  
21 chairman and ranking minority member of the Senate Finance Committee,  
22 the chairman and ranking minority member of the Assembly Ways and  
23 Means Committee, the State Comptroller, the Authorities Budget Office,  
24 and any other governmental entity as required by law;

25  
26 Section 2. that the President/Chief Executive Officer or her designee is hereby  
27 authorized to take such actions and execute such instruments as deemed  
28 necessary to effectuate the foregoing;

29  
30 Section 3. that this resolution shall take effect immediately.

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32 \* \* \*

33  
34 **NEW BUSINESS ITEM #3**

35  
36 The third item of new business was the approval of Report on Procurement Contracts for  
37 the Fiscal Year ending on March 31, 2018.

38  
39 Comptroller Jagdharry stated that the Board has reviewed the Report on Procurement  
40 Contracts before as quarterly procurement reports. He stated that the Report on Procurement  
41 Contracts was discussed at the Audit Committee meeting and recommended its approval by the  
42 Board.

43  
44 Mr. Polivy noted that this item was reviewed by the Audit Committee on June 11, 2018,  
45 and also recommended its approval.

46  
47 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
48 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:

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**RESOLUTION**

APPROVAL OF REPORT ON PROCUREMENT  
CONTRACTS FOR FISCAL YEAR ENDING MARCH 31, 2018

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**RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York, as follows:

Section 1. that the report of procurement contracts for fiscal year ending March 31, 2018 (the "Procurement Contract Report") and the Guidelines Regarding the Use, Awarding, Monitoring and Reporting of Procurement Contracts, annexed hereto, are hereby approved, and the Procurement Contract Report may be submitted to the Division of the Budget, the Department of Audit and Control, the Senate Finance Committee, the Assembly Ways and Means Committee, and the Department of Economic Development, and any other governmental entity as required by law;

Section 2. that the President/Chief Executive Officer or her designee is hereby authorized to take such actions and execute such instruments as deemed necessary to effectuate the foregoing;

Section 3. that this resolution shall take effect immediately.

\* \* \*

**NEW BUSINESS ITEM #4**

The fourth item of new business was the approval of Report on Investments for the Fiscal Year ending on March 31, 2018.

Comptroller Jagdharry noted that the report is being presented for Board approval per Section 2925 of the Public Authorities Law. He noted that the report assesses the Corporation's compliance with the law and its investment guidelines. Mr. Jagdharry stated that RIOC's auditors found the Corporation to be in compliance with those requirements. He recommended the report for Board approval.

Mr. Polivy noted that this item was reviewed by the Audit Committee on June 11, 2018, and also recommended its approval.

Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser, Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:

**RESOLUTION**

APPROVAL OF REPORT ON INVESTMENTS  
FOR FISCAL YEAR ENDING MARCH 31, 2018

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1  
2 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
3 New York, as follows:

4  
5 Section 1. that the report of the corporation's investments for fiscal year ending March  
6 31, 2018 (the "Investment Report"), and the Investment Guidelines, annexed  
7 hereto, are hereby approved, and the Investment Report may be submitted to  
8 the NYS Division of the Budget, the Department of Audit and Control, the  
9 Senate Finance Committee and Assembly Ways and Means Committee, and  
10 any other governmental entity as required by law;

11  
12 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
13 to take such actions and execute such instruments as deemed necessary to  
14 effectuate the foregoing;

15  
16 Section 3. that this resolution shall take effect immediately.

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20 **NEW BUSINESS ITEM #5**

21  
22 The fifth item of new business was the approval of Property Report for the Fiscal Year  
23 ending on March 31, 2018.

24  
25 Comptroller Jagdharry stated that was no acquisition and/or disposition of property for the  
26 reported period. He recommended the report for Board approval.

27  
28 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
29 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:

30  
31 **RESOLUTION**

32  
33 APPROVAL OF PROPERTY REPORT  
34 FOR FISCAL YEAR ENDING MARCH 31, 2018  
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36  
37 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
38 New York, as follows:

39  
40 Section 1. that the Property Report for fiscal year ending March 31, 2018, and the  
41 Guidelines Regarding Acquisition and Disposal of Property, annexed hereto,  
42 are hereby approved and may be furnished to the State Comptroller, the  
43 Director of the Budget, the Commissioner of General Services, the Majority  
44 Leader of the Senate, the Speaker of the Assembly, the Authorities Budget  
45 Office, and any other governmental entity as required by law;

46  
47 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
48 to take such actions and execute such instruments as deemed necessary to  
49 effectuate the foregoing;



1 The seventh item of new business was the authorization to issue an Architectural and  
2 Engineering Task Order to DI Group Architecture, LLC for the Youth Center Renovation Project.  
3

4 Mr. Noone noted that the drawings for this project were completed in October of 2017.  
5 The contract with the architectural and engineering firm that produced the drawings had expired,  
6 and RIOC solicited bids from the current panel firms to take over the drawings. DI Group  
7 Architecture, LLC, was one of the two firms that responded and made the best proposal.  
8

9 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
10 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:  
11

12 **RESOLUTION**

13  
14 **AUTHORIZATION OF ARCHITECTURAL AND ENGINEERING TASK ORDER FOR THE**  
15 **YOUTH CENTER RENOVATION**  
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17  
18 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
19 New York (“RIOC”), as follows:  
20

21 Section 1. that RIOC is hereby authorized to enter an architectural and engineering task  
22 order with DI Group Architecture, LLC, for the Youth Center Renovation,  
23 upon such terms and conditions substantially similar to those outlined in the  
24 Memorandum from Stephen Noone to RIOC Board of Directors/Susan G.  
25 Rosenthal dated June 4, 2018, attached hereto;  
26

27 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
28 to take such actions and execute such instruments as she deems necessary to  
29 effectuate the foregoing; and  
30

31 Section 3. that this resolution shall take effect immediately.  
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34 \* \* \*  
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37 **NEW BUSINESS #8**  
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39 The eighth item of new business was the authorization to amend the contract with  
40 Architecture and Engineering Group, PC (“AEG”) for Motorgate Garage repairs design.  
41

42 Mr. Noone discussed the history of this contract. He noted that there were no respondents  
43 to the RFP based on the original bid documents prepared for AEG in the past. Apparently, the  
44 \$10,000,000 bond requirement was a problem for potential bidders. As such a decision was made  
45 to split the project into smaller phases to lower its overall cost. There are also some additional  
46 services that became required of the contractor. As such this this amendment to the contract  
47 became necessary.  
48

1 In response to an inquiry from Director Shinozaki, Mr. Noone stated that each phase of the  
2 project will be bid out separately, so there will be no issues with procurement.  
3

4 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
5 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:  
6

7 **RESOLUTION**  
8 **AUTHORIZATION TO AMEND THE CONTRACT WITH ARCHITECTURE AND**  
9 **ENGINEERING GROUP, PC FOR MOTORGATE GARAGE REPAIRS DESIGN**  
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11  
12 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
13 New York (“RIOC”), as follows:  
14

15 Section 1. that RIOC is hereby authorized to amend the contract with Architecture and  
16 Engineering Group, PC for Motorgate garage repairs, upon such terms and  
17 conditions substantially similar to those outlined in the Memorandum from  
18 Stephen Noone to RIOC Board of Directors/Susan G. Rosenthal dated June 18,  
19 2018, attached hereto;  
20

21 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
22 to take such actions and execute such instruments as she deems necessary to  
23 effectuate the foregoing; and  
24

25 Section 3. that this resolution shall take effect immediately.  
26

27 \* \* \*  
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29 **NEW BUSINESS #9**  
30

31 The ninth item of new business was the authorization of modification of the RIOC Budget  
32 for Fiscal Year 2018-2019 creating the RIOC Youth Center Department.  
33

34 Vice President and Chief Financial Officer Kimberly Quinones briefly went over the  
35 history of the Roosevelt Island Youth Center and explained the need and decision to bring its  
36 operation in-house. The new department would operate the Youth Center under the renamed  
37 Department of Community Affairs, which would include ten staff positions. Erica Spencer-El  
38 would be the Director of the Community Affairs Department, and Jessica Murray would be the  
39 new Manager of that Department. With that change, RIOC would also cease its annual \$200,000  
40 grant to the Youth Center.  
41

42 Vice President of Operations Shelton Haynes discussed anticipated changes in programing  
43 are based on feedback from parents. He announced the current hours of operation and noted that  
44 planning and adjustments are ongoing. He also stated that there will be a presentation regarding  
45 the Youth Center at the next Operations Committee meeting. Lastly, Mr. Haynes thanked the staff  
46 for managing the Center well for the past three month, including for operating a great soccer  
47 program.  
48







1 Memorandum from Prince Shah to RIOC Board of Directors/Susan G.  
2 Rosenthal dated June 12, 2018, attached hereto;

3  
4 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
5 to take such actions and execute such instruments as she deems necessary to  
6 effectuate the foregoing; and

7  
8 Section 3. that this resolution shall take effect immediately.  
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12 **NEW BUSINESS #12**

13  
14 The twelfth item of new business was the authorization to enter into contract with Ral-Bar  
15 Electric, Inc. for on-call electrical services.

16  
17 RIOC Director of Asset Management Tamara Andreatta explained the need for this  
18 contract and went over the procurement process. Mr. Polivy expressed his support for the pre-  
19 approved on-call contractor concept. Ms. Andreatta confirmed that any contracts exceeding  
20 \$50,000 in cost will be brought back before the Board for approval.

21  
22 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
23 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:

24  
25 **RESOLUTION**

26  
27 **AUTHORIZATION TO ENTER INTO CONTRACT WITH RAL-BAR ELECTRIC, INC. FOR**  
28 **ON-CALL ELECTRICAL SERVICES ON ROOSEVELT ISLAND**  
29

30  
31 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
32 New York (“RIOC”), as follows:

33  
34 Section 1. that RIOC is hereby authorized to enter into contract with Ral-Bar Electric,  
35 Inc. for on-call electrical services on Roosevelt Island, upon such terms and  
36 conditions substantially similar to those outlined in the Memorandum from  
37 Tamara Andreatta to RIOC Board of Directors/Susan G. Rosenthal, dated June  
38 13, 2018, attached hereto;

39  
40 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
41 to take such actions and execute such instruments as she deems necessary to  
42 effectuate the foregoing; and

43  
44 Section 3. that this resolution shall take effect immediately.  
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49 **NEW BUSINESS #13**

1  
2 The thirteenth item of new business was ratification of contract with Genesee Valley Ford  
3 LLC for the purchase of a garbage truck.  
4

5 RIOC's new Maintenance Supervisor Joseph Marino introduced himself to the Board and  
6 explained the need for the new garbage truck. Mr. Shinozaki noted that he would like to discuss  
7 and review the truck's maintenance requirements at the next Governance Committee meeting. In  
8 response to an inquiry from Director Kraut, Mr. Marino went over the warranties of the new truck.  
9

10 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
11 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:  
12

13 **RESOLUTION**

14  
15 **RATIFICATION OF CONTRACT WITH GENESEE VALLEY FORD LLC FOR THE**  
16 **PURCHASE OF THE GARBAGE TRUCK**  
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18  
19 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
20 New York ("RIOC"), as follows:  
21

22 Section 1. that the contract with Genesee Valley Ford LLC, Inc. for the purchase of the  
23 garbage truck, upon such terms and conditions substantially similar to those  
24 outlined in the Memorandum from Cyril Opperman to RIOC Board of  
25 Directors/Susan G. Rosenthal, dated June 19, 2018, is hereby ratified;  
26

27 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
28 to take such actions and execute such instruments as she deems necessary to  
29 effectuate the foregoing; and  
30

31 Section 3. that this resolution shall take effect immediately.  
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33 \* \* \*  
34

35 **NEW BUSINESS #14**  
36

37 The fourteenth item of new business was the authorization to enter into contract with LED  
38 Solutions, Inc. for replacement of the Octagon Field lighting fixtures.  
39

40 Mary C. Cunneen, RIOC Director of Parks and Recreation, explained the need for this  
41 contract. She noted that proposed new LED lighting is more efficient, can be dimmed and can be  
42 managed remotely from a computer. In response to an inquiry from Director Kraut, Ms. Cunneen  
43 noted that the contractor is expected to test the lighting for one-and-a-half weeks to ensure that the  
44 direction of light is not disturbing to various residents, including those in Manhattan.  
45

46 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
47 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:  
48

49 **RESOLUTION**

1  
2 AUTHORIZATION TO ENTER INTO CONTRACT WITH LED SOLUTIONS, INC. FOR  
3 REPLACEMENT OF THE OCTAGON FIELD LIGHTING FIXTURES  
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5  
6 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
7 New York (“RIOC”), as follows:  
8

9 Section 1. that RIOC is hereby authorized to enter into contract with Led Solutions, Inc.  
10 for replacement of the Octagon Field lighting fixtures, upon such terms and  
11 conditions substantially similar to those outlined in the Memorandum from  
12 Mary C. Cunneen to RIOC Board of Directors/Susan G. Rosenthal, dated June  
13 18, 2018, attached hereto;  
14

15 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
16 to take such actions and execute such instruments as she deems necessary to  
17 effectuate the foregoing; and  
18

19 Section 3. that this resolution shall take effect immediately.  
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23

24 The fifteenth item of new business was the authorization to enter into contract with  
25 Gryphon Construction, Inc. for construction services for the Youth Center Renovation Project.  
26

27 Assistant Vice President of Capital Planning and Projects Stephen Noone noted that six  
28 firms responded to the request for proposals and five of these firms were interviewed. The project  
29 is scheduled to be completed within ninety days from commencement. During construction, the  
30 operation of the Youth Center will be temporarily relocated to Sportspark. Mr. Noone noted that  
31 construction is scheduled to commence in July.  
32

33 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
34 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the following resolution was ADOPTED:  
35

36 **NEW BUSINESS #15**  
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38 **RESOLUTION**  
39

40 AUTHORIZATION TO ENTER INTO CONTRACT WITH GRYPHON CONSTRUCTION, INC.  
41 FOR CONSTRUCTION SERVICES FOR THE YOUTH CENTER RENOVATION PROJECT  
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43  
44 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State of  
45 New York (“RIOC”), as follows:  
46

47 Section 1. that RIOC is hereby authorized to enter into contract with Gryphon  
48 Construction, Inc. for the construction services for the Youth Center renovation  
49 project, upon such terms and conditions substantially similar to those outlined

1 in the Memorandum from Stephen Noone to RIOC Board of Directors/Susan  
2 G. Rosenthal dated June 22, 2018, attached hereto;

3  
4 Section 2. that the President/Chief Executive Officer or her designee is hereby authorized  
5 to take such actions and execute such instruments as she deems necessary to  
6 effectuate the foregoing; and

7  
8 Section 3. that this resolution shall take effect immediately.  
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14 **PRESIDENT'S REPORT**  
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16 President Rosenthal stated that the Fourth of July celebration is planned as a great event to  
17 be coordinated with Cornell and Four Freedoms Park Conservancy. Security will be coordinated  
18 with the New York City Police Department and the entire Public Safety Department will be  
19 working. There will be checkpoints from the 36<sup>th</sup> Street Bridge to Southpoint open space. Both  
20 Trams will be running, and both sides of the helix ramp will be open to traffic.  
21

22 Ms. Rosenthal noted that the Tram elevator construction commenced. As the summer heat  
23 is expected to arrive, Ms. Rosenthal notified the residents that cooling centers will be open  
24 throughout the Island.  
25

26 Ms. Rosenthal provided an update regarding Westview negotiations, noting the staff is  
27 working diligently to resolve a handful of issues, and that a special Board meeting to approve the  
28 agreement may be called later in the summer.  
29

30 \* \* \*  
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33 **COMMITTEE REPORTS**  
34

35 **AUDIT COMMITTEE**  
36

37 Committee Chair Mr. Polivy stated that the Audit Committee met on June 11, 2018 to  
38 discuss the first five new business items presented to the Board at this meeting.  
39

40 **GOVERNANCE COMMITTEE**  
41

42 Director Kraut noted that the Governance Committee did not meet.  
43

44 **OPERATIONS ADVISORY COMMITTEE**  
45

46 Committee Chair Mr. Shinozaki stated that the Operations Advisory Committee did not  
47 meet.  
48

1 REAL ESTATE DEVELOPMENT ADVISORY COMMITTEE

2  
3 Committee Chair Mr. Polivy stated that the Real Estate Development Advisory Committee  
4 did not meet.

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8 **PUBLIC SAFETY REPORT**

9  
10 Director Kraut noted that the Public Safety Report was included in the Board package.

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13  
14 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Reeser,  
15 Mr. Kraut, Mr. Polivy and Mr. Shinozaki), the meeting was adjourned at 6:55 p.m.

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Jacqueline P. Flug, Secretary