

**ILLINOIS HOUSING DEVELOPMENT AUTHORITY
DECEMBER 20, 2019 – BOARD MEETING MINUTES**

Pursuant to notification given at least 48 hours prior to the start of the meeting, the Members of the Illinois Housing Development Authority (the “Authority”) met for a regularly scheduled meeting on December 20, 2019, at the offices of the Authority, 111 East Wacker Drive, Suite 1000, Chicago, Illinois.

I. Opening

- A. Chairman Harris called the meeting to order at 11:00 a.m.
- B. Ms. Synowiecki took a roll call. A physical quorum consisting of Chairman Harris, Vice Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp, Chairman Harris was present. Mr. Tornatore did not participate in the meeting.

Chairman Harris welcomed Thomas Morsch as a new member of the Authority’s board.

- C. Chairman Harris indicated the next item on the agenda was related to rapid results. Executive Director Faust announced the rapid results project winner for the month of December. Joshua Beattie from Information Technology was acknowledged for his project idea.
- D. Chairman Harris indicated there was no one present intending to provide public comments.

II. Committee Materials

Chairman Harris referred the Members to the electronic Board book material for the Committee Materials:

- A. IHDA Finance Committee December 20, 2019 Meeting Agenda and Materials.
- B. IHDA Audit Committee December 20, 2019 Meeting Agenda and Materials.

III. Committee Minutes

- A. Finance Committee Minutes, Mr. Hubbard recommended the Members’ approval of the minutes from the November 15, 2019 Finance Committee meeting.

A motion to approve the Finance Committee Minutes was made by Mr. Hubbard and seconded by Ms. Ramirez; the motion was adopted by the affirmative votes of Chairman Harris, Vice Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch. Ms. Ramirez and Ms. Rapp.

- B. Audit Committee Minutes, Vice Chairperson Davis recommended the Members’ approval of the minutes from the September 20, 2019 Audit Committee meeting.

A motion to approve the Audit Committee Minutes was made by Vice Chairperson Davis and seconded by Ms. Rapp; the motion was adopted by the affirmative votes of Chairman Harris, Vice Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

IV. Consent Agenda

Chairman Harris noted that there were thirteen (13) Resolutions on the consent agenda. He then proceeded to publicly recite the title of each of the Resolutions on the consent agenda.

A. Minutes

1. 2019-12-IHDA-253: Resolution Approving the Minutes of the Regular Meeting of the Members of the Illinois Housing Development Authority Held on November 15, 2019.

B. Procurement Matters

1. 2019-12-IHDA-254: Resolution Ratifying Additional Low Voltage Electrical Services.
2. 2019-12-IHDA-255: Resolution Authorizing an Agreement for Veeam Software Licenses with Maintenance.
3. 2019-12-IHDA-256: Resolution Authorizing a Second Amendment to the Agreement with CDW Government, Inc. for Microsoft Office 365 License Subscriptions.

C. Multifamily Matters

1. 2019-12-IHDA-258: Resolution Authorizing an Extension of the Commitment Expiration Date for 2421 Supportive Housing Apartments.
2. 2019-12-IHDA-260: Resolution Authorizing an Extension of the Commitment Expiration Date for a HOME Loan, a Trust Fund Loan and Rental Assistance for Kirwan Apartments.
3. 2019-12-IHDA-261: Resolution Authorizing Return of 2018 Federal Tax Credits and Allocation of 2019 Federal Tax Credits Spruce Village.
4. 2019-12-IHDA-262: Resolution Authorizing Additional Section 811 Rental Assistance for TCB Oak Park I.
5. 2019-12-IHDA-263: Resolution Authorizing Return of 2017 Federal Tax Credits and Allocation of 2019 Federal Tax Credits Wisdom Village of Northlake II.
6. 2019-12-IHDA-264: Resolution Authorizing Return of 2017 Federal Tax Credits and Allocation of 2019 Federal Tax Credits Bristol Place Residences.

7. 2019-12-IHDA-265: Resolution Authorizing an Extension of the Commitment Expiration Date and Changing the Debt Payments for a HOME Loan for Freedom's Path at Hines III.

D. Finance Matters

1. 2019-12-IHDA-267: Resolution Authorizing Amendment of Standby Bond Purchase Agreement Housing Bonds, 2015 Subseries A-3.

E. Administrative Matters

1. 2019-12-IHDA-269: Resolution Appointing Members to Committees.

After the completion of the public recital of the Resolution titles, Chairman Harris asked the Members if anyone had comments or wanted to remove any Resolutions from the consent agenda. The Members had no comments and did not seek the removal of any Resolutions. A motion to adopt the Consent Agenda Resolutions was made by Ms. Ramirez and seconded by Vice Chairperson Davis; the thirteen (13) Resolutions noted above were adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

- V. Chairman Harris indicated that the Additional Resolutions noted on the Agenda would now be discussed.

A. Multifamily Matters

1. 2019-12-IHDA-271: Resolution Authorizing State Tax Credits for Working Families Rebuilding Neighborhoods (PID 11788) Aurora, Illinois.

Mr. Frank stated that the Authority has been designated as the low-income housing tax credit agency for the State of Illinois to allocate Affordable Housing Tax Credits (the "State Tax Credits").

He then stated that Fox Valley Habitat for Humanity has applied to the Authority for FY20 State Tax Credits in the amount of 264,215 in connection with the acquisition, rehabilitation and permanent financing of a multifamily housing development consisting of 4 single family homes as described on Exhibit A attached to the Resolution and known as Working Families Rebuilding Neighborhoods.

A motion to approve the Resolution was made by Vice Chairperson Davis and seconded by Mr. Hubbard; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

2. 2019-12-IHDA-272: Resolution Authorizing Trust Fund Loan and State Tax Credits for Victory Apartments Preservation (PID-11520) Chicago, Illinois.

Ms. Matkom stated that the Authority has been designated the program administrator of the Illinois Affordable Housing Program (“Trust Fund Program”) under the Illinois Affordable Housing Act.

She then stated that Victory Apartments Preservation LP (the “Owner”) has requested that the Authority provide a second position construction and permanent mortgage loan under the Trust Fund Program in the amount of \$675,803.00 (the “Trust Fund Loan”) for the acquisition, rehabilitation and permanent financing of a multifamily housing development known as Victory Apartments Preservation (the “Development”) and the Owner has applied to the Authority for FY20 State Tax Credits in the amount of 1,500,000 for the Development.

A motion to approve the Resolution was made by Vice Chairperson Davis and seconded by Mr. Hubbard; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

3. 2019-12-IHDA-273: Resolution Authorizing Trust Fund Loan and an Increase of 2020 Federal Tax Credits for Grandview Senior Residences (PID 11593) Marine, Illinois.

Ms. Yool stated that the Authority has been designated as the low-income housing tax credit agency for the State of Illinois (“Federal Tax Credit Agency”) to allocate federal low-income housing tax credits (“Federal Tax Credits”) to housing projects.

She then stated that Cottage Hill Development, LLC (the “Sponsor”) has requested that the Authority provide a loan under the Trust Fund Program in an amount not to exceed \$500,000.00 (the “Trust Fund Loan”) for the acquisition, construction and permanent financing of a development located in Marine, Illinois and commonly known as Grandview Senior Residences (“Development”). She further stated that pursuant to Resolution No. 2019-IHDA-094T (“Initial Resolution”), the Authority was authorized to allocate 2019 Federal Tax Credits in the amount of 506,325 in connection the Development and that the Owner has determined that the Development is able to support additional Federal Tax Credits and has requested an allocation of additional 2020 Federal Tax Credits in the amount of 154,895 (the “Tax Credit Increase”), as more fully described on the current Transaction Summary attached to this Resolution (the “Current Summary”).

A motion to approve the Resolution was made by Vice Chairperson Davis and seconded by Mr. Hubbard; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

4. 2019-12-IHDA-274: Resolution Authorizing Trust Fund Loan and an Increase of 2020 Federal Tax Credits for Sugar Creek Crossing (PID-11781) Robinson, Illinois.

Ms. Yool stated that Sugar Creek Crossing, L.P. (the “Owner”) has requested that the Authority provide a loan under the Trust Fund Program in an amount not to exceed \$900,000.00 (the “Trust Fund Loan”) for the acquisition, construction and permanent financing of a development located in Marine, Illinois and commonly known as Grandview Senior Redevelopment (“Development”).

She then stated that pursuant to Resolution No. 2019-IHDA-094R (“Initial Resolution”), the Authority was authorized to allocate 2019 Federal Tax Credits in the amount of 850,774 in connection with the Development and the Owner has determined that the Development is able to support additional Federal Tax Credits and has requested an allocation of additional 2020 Federal Tax Credits in the amount of 225,003 (the “Tax Credit Increase”), as more fully described on the current Transaction Summary attached to this Resolution (the “Current Summary”).

A motion to approve the Resolution was made by Ms. Ramirez and seconded by Vice Chairperson Davis; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

5. 2019-12-IHDA-275: Resolution Authorizing State Tax Credits for Unlocking Doors (PID 11779) Carpentersville, Illinois.

Ms. Yool stated that Habitat for Humanity of Northern Fox Valley (the “ Sponsor”) has applied to the Authority for FY20 State Tax Credits in connection with the acquisition, rehabilitation and permanent financing of a multifamily housing development consisting of 3 single family homes as described on Exhibit A attached to the Resolution and known as Unlocking Doors.

A motion to approve the Resolution was made by Ms. Rapp and seconded by Ms. Berg; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

6. 2019-12-IHDA-276: Resolution Authorizing Trust Fund Loan and an Increase of 2020 Federal Tax Credits for Newton Senior Housing (PID-11713) Newton, Illinois (Amending Resolution No. 2019-IHDA-094Q).

Ms. Yool stated that Newton Senior Housing, LP (the “Owner”) has requested that the Authority provide a loan under the Trust Fund Program in an amount not to exceed

\$700,000.00 (the “Trust Fund Loan”) for the acquisition, construction and permanent financing of a development located in Newton, Illinois and commonly known as Newton Senior Housing (“Development”).

She then stated that pursuant to Resolution No. 2019-IHDA-094Q (“Initial Resolution”), the Authority was authorized to allocate 2019 Federal Tax Credits in the amount of 699,690 in connection with the Development and that the Owner has determined that the Development is able to support additional Federal Tax Credits and has requested an allocation of additional 2019 Federal Tax Credits in the amount of 100,564 and additional 2020 Federal Tax Credits in the amount of 84,746 (the “Tax Credit Increase”), as more fully described on the current Transaction Summary attached to the Resolution.

A motion to approve the Resolution was made by Ms. Ramirez and seconded by Mr. Morsch; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

7. 2019-12-IHDA-277: Resolution Authorizing a HOME Loan and a Trust Fund Loan for Renaissance Gold Limited Partnership (PID 11750) Rock Island, Illinois.

Mr. Brennan stated that the Authority administers the HOME Investment Partnerships Program. (“HOME Program”) in Illinois.

He then stated that Renaissance Gold Limited Partnership (the “Owner”) has requested that Authority provide (i) a first position mortgage loan under the HOME Program in an amount not to exceed \$1,941,900.00 (the “HOME Loan”) and (ii) a second position mortgage loan under the Trust Fund Program in an amount not to exceed \$1,931,391.00 (the “Trust Fund Loan”) for the rehabilitation and permanent financing of a multifamily housing development as described on Exhibit A attached to the Resolution and known as Renaissance Gold Limited Partnership.

A motion to approve the Resolution was made by Ms. Ramirez and seconded by Mr. Hubbard; Aa Roll Call vote was taken, the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp. Ms. Berg abstained from voting.

B. Asset Management Matters

1. 2019-12-IHDA-278: Resolution Authorizing a new Trust Fund Loan, Subordination of Trust Fund Loan, Prepayment and Release of Existing Trust fund Loan and Mortgage, Re-subordination of Regulatory Agreement, Transfer of Ownership and Assignment and Assumption for Humboldt Park Residences (PID-148) Chicago, Illinois.

Mr. Padgitt stated that on September 19, 1994 the Authority made a junior mortgage loan from the Trust Fund Program in the original principal amount of \$500,000.00 (“Previous

Loan”) to Humboldt Park Residence Limited Partnership (“Current Owner”) for the acquisition, construction and permanent financing of the housing development commonly known as Humboldt Park Residence, located in Chicago, Illinois (“Development”) and that the Previous Loan is governed by a Regulatory and Land Use Restriction Agreement (“Regulatory Agreement”).

He then stated that the Current Owner desires to transfer 100% of its ownership interest in the Development to Humboldt Park Residence Preservation LP (“New Owner”), and New Owner desires to assume the obligations of the Current Owner under the Regulatory Agreement (“Transfer and Assumption”) and that the Previous Loan will be repaid as part of the Transfer and Assumption (“Loan Payoff”).

He further added that the New Owner desires to re-finance with the senior mortgage lender and has requested that the Authority consent to re-subordinate the Regulatory Agreement to the refinanced senior mortgage loan (“Re-Subordination of Regulatory Agreement”) and that the Authority provide a new third position mortgage loan from the Trust Fund Program in an amount not to exceed \$451,616.00 to replace the Previous Loan (“New Trust Fund Loan”) as described in the Summary attached to the Resolution.

A motion to approve the Resolution was made by Vice Chairperson Davis and seconded by Mr. Hubbard; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

2. 2019-12-IHDA-279: Resolution Authorizing a Transfer of Ownership, Prepayment and Release of Existing Trust Fund Loans and Regulatory Agreements and New Subordinate Trust Fund Loan for Casa Veracruz (PID-645, 933, 1403, 321) Chicago, Illinois.

Mr. Ansani stated that on December 31, 1996, the Authority made a third position mortgage loan from the Trust Fund Program in the original principal amount of \$500,000.00 (“Previous CG Loan”) to Cullerton Limited Partnership (“CLP”) for the acquisition, construction and permanent financing of the housing development commonly known as Casa Guerrero (“Casa Guerrero”) which is governed by a Regulatory and Land Use Restriction Agreement (“CG Regulatory Agreement”).

He then stated that on December 10, 1998, the Authority made a second position mortgage loan from the Trust Fund Program in the original principal amount of \$500,000.00 (“Previous CSJ Loan”) to The Resurrection Project (“TRP”) for the acquisition, construction and permanent financing of the housing development commonly known as Casa Sor Juana (“Casa Sor Juana”) which is governed by a Regulatory and Land Use Restriction Agreement (“CSJ Regulatory Agreement”).

He further added that on October 11, 2001, the Authority made a third position mortgage loan from the Trust Fund Program in the original principal amount of \$750,000.00 (“Previous CP Loan”) to Casa Puebla, L.P. (“CP”; together with CLP and TRP, collectively the “Current Owners”) for the acquisition, construction and permanent

financing of the housing development commonly known as Casa Puebla (“Casa Puebla”) which is governed by a Regulatory and Land Use Restriction Agreement (“CP Regulatory Agreement”).

He then added that on April 14, 1994, (as amended on November 26, 2015, March 15, 2018 and June 12, 2019) the Authority made an unsecured loan from the Trust Fund Program in the original principal amount of \$250,000.00 to TRP (“Previous TRP Loan”; together with the Previous CG Loan, Previous CSJ Loan and Previous CP Loan, collectively, the “Previous Loans”) for the temporary financing of 4 multifamily buildings at scattered sites in Chicago, Illinois, and commonly known as Pilsen Resurrection (“Pilsen Resurrection”; together with Casa Guerrero, Casa Sor Juana and Casa Puebla, collectively, the “Development”) and that the Previous TRP Loan is governed by a Regulatory and Land Use Restriction Agreement (“TRP Regulatory Agreement”; together with the CG Regulatory Agreement, the CSJ Regulatory Agreement and the CP Regulatory Agreement, collectively, the “Regulatory Agreements”).

He then stated that the Current Owners desire to transfer 100% of their respective ownership interests in the Development to Casa Veracruz, LLC (“New Owner”), as more fully described in the Transaction Summary (“Summary”) attached to this Resolution (“Transfer”) and that the New Owner desires to re-finance the Development and has requested that the Authority consent to (1) the prepayment of the Previous Loans and release of the mortgages associated with the Previous Loans and the Regulatory Agreements on the Development (“Prepayment and Release”) and (2) provide a new third position mortgage loan from the Trust Fund Program in an amount not to exceed \$1,900,000.00 to replace the Previous Loans (“New Trust Fund Loan”) and that as part of refinancing of the Development with the New Trust Fund Loan that the Authority consent to the subordination of the New Trust Fund Loan (“Subordination”) to the refinanced senior mortgage loans as described in the Summary attached to the Resolution.

A motion to approve the Resolution was made by Ms. Ramirez and seconded by Mr. Morsch; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

3. 2019-12-IHDA-280: Resolution Extending Maturity Date and Modifying the Loan for Woodlake Village Townhomes, Chicago, Illinois.

Ms. Stewart stated that on May 5, 2009, the Authority made a second position loan from the Administrative Fund in the original principal amount of \$2,763,595.00 (the “Loan”) to TWG Woodlake LLC (the “Owner”) for the acquisition, rehabilitation and permanent financing of a scattered site multifamily housing development known as Woodlake Village Townhomes (the “Development”).

She then stated that the Loan matured on May 1, 2019 and the Owner has requested that the Authority extend the maturity date of the Loan to May 1, 2035 (“New Maturity

Date”) and the City of Chicago will extend the maturity date of its two loans to be coterminous with the Loan. She then added that the Owner has requested that the Authority restructure the Loan to change the monthly payment amounts beginning May 1, 2020, to be fully amortizing with an interest rate at AFR and to have a seven year prepayment lockout (“New Structure”) and that, in the event of a prepayment of the Loan after the lockout, the Authority modify the regulatory agreement income restrictions from 18 units at 50% area median income, 34 units at 80% area median income and 9 market rate units to 14 units at 80% area median income and 56 market rate units through the New Maturity Date.

A motion to approve the Resolution was made by Mr. Hubbard and seconded by Ms. Ramirez; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

4. 2019-12-IHDA-281: Resolution Authorizing a Trust Fund Loan for Garden View Apartments (PID 30-1696) Chicago, Illinois.

Ms. Stewart stated that Heartland Garden View, LLC (the “Owner”) has requested that Authority provide a first position mortgage loan under the Trust Fund Program in an amount not to exceed \$1,000,000.00 (the “Trust Fund Loan”) for the rehabilitation and permanent financing of a multifamily housing development as described on Exhibit A attached to the Resolution and known as Garden View Apartments.

A motion to approve the Resolution was made by Ms. Rapp and seconded by Ms. Ramirez; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

E. Community Affairs Matters

1. 2019-12-IHDA-282: Resolution Authorizing a Change in Delegated Grant Administrator for the Community Impact Fund Round 4 from the Trust Fund Program with Habitat for Humanity of Illinois.

Ms. Williams stated that pursuant to Resolution No. 2019-IHDA-014 (“Prior Resolution”) the Authority entered into a grant agreement (“Grant Agreement”) with Habitat for Humanity of Illinois (“HFH Illinois”) for \$2,000,000.00 under the Trust Fund Program (“Funds”) to establish a fund (“Habitat for Humanity Community Impact Fund Round 4”) and HFH Illinois did enter into a delegation agreement with Habitat for Humanity of Champaign County, Inc. to carry out the purposes of the Habitat for Humanity Community Impact Fund Round 4.

She further stated that Habitat for Humanity of Champaign County, Inc. has been unable to expend the Funds in a timely manner and HFH Illinois wishes to work with Habitat for Humanity of Northern Fox Valley to expend the Funds and because there is insufficient time remaining in the Grant Agreement to allow Habitat for Humanity of

Northern Fox Valley to expend the Funds granted pursuant to the Prior Resolution, the Authority wishes to terminate the existing Grant Agreement and enter into a new Grant Agreement with HFH Illinois, and for HFH Illinois to enter into a new delegation agreement with Habitat for Humanity of Northern Fox Valley to provide Habitat for Humanity of Northern Fox Valley with sufficient time to expend the Funds, as more fully described in the memorandum attached to the Resolution.

A motion to approve the Resolution was made by Vice Chairperson Davis and seconded by Mr. Hubbard; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp.

2. 2019-12-IHDA-283: Resolution Authorizing Funds from the Trust Fund program for a Single Family Rehab Program – Round 3.

Ms. Enriquez stated the Authority has previously determined in a prior resolution to establish a homeowner rehabilitation assistance program (“Single Family Rehab Program”) to allocate grants (“Grants”) to units of local governments and nonprofit organizations (“Sponsors”) to make forgivable loans, subject to the terms and conditions described in Exhibit A attached to the Resolution.

She then stated that the Authority desires to continue and expand the Single Family Rehab Program by using a total of \$12,000,000.00 of funds from the Trust Fund Program to carry out the purposes of the Single Family Rehab Program (“Single Family Rehab Allocation”). The Authority will allocate \$2,000,000.00 of the Single Family Rehab Allocation to fund a reserve for repair assistance following a State or Federal disaster proclamation (“Disaster Contingency Award”) and \$1,000,000.00 of the Disaster Contingency Award will be available to existing Sponsors upon request following a State or Federal disaster proclamation, and \$1,000,000.00 will be available to new Sponsors through the standard application process. She further stated that the Authority will allocate Grants through the Single Family Rehab Program on the terms and conditions set out in the Summary attached to the Resolution to assist eligible low income and very low income homeowners with rehabilitation of homes located within the State of Illinois and that the Sponsors will be selected by the Authority through an application process and in accordance with the requirements set forth in the Summary, and approval of such Sponsors will be subject to a resolution passed by a majority of the Members of the Authority.

A motion to approve the Resolution was made by Ms. Ramirez and seconded by Mr. Morsch; the motion was adopted by the affirmative votes of Chairman Harris, Vice-Chairperson Davis, Ms. Berg, Mr. Hubbard, Mr. Morsch, Ms. Ramirez and Ms. Rapp

VII. Written Reports:

Hardest Hit Fund, Authority Financial Statements, Accounting Payments Report, Investment Holdings, Communications, External Relations and Operational Excellence.

VIII. Adjournment:

Chairman Harris then asked for a motion to adjourn the meeting. A motion to adjourn was made by Ms. Ramirez and seconded by Ms. Berg. All Members present affirmed such motion. The meeting adjourned at 11:25 a.m.