

**PAPIO-MISSOURI RIVER
NATURAL RESOURCES DISTRICT
BOARD OF DIRECTORS MEETING
July 8, 2004**

MINUTES

PLEDGE OF ALLEGIANCE

MEETING CALLED TO ORDER: A regular meeting of the Papio-Missouri River Natural Resources District Board of Directors was held at the Natural Resources Center, 8901 S. 154th Street, Omaha, NE on July 8, 2004. The meeting was called to order by the Chairperson, Fred Conley, at 8:00 p.m.

QUORUM CALL: The following Directors were present for the Quorum Call:

John Conley	Joe Neary
Dick Connealy	Barb Nichols
Melissa Gardner	Rich Tesar
Rich Jansen	Jim Thompson
	Fred Conley

ADOPTION OF AGENDA:

- **MOTION NO. 1:** It was moved by Director John Conley and seconded by Director Jansen that the following resolution be adopted.

BE IT RESOLVED that the agenda be adopted.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea	-	Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay	-	None
Abstaining	-	None
Absent	-	Fowler
Absence Excused	-	Fowler

ADOPTION OF CONSENT AGENDA:

- **MOTION NO. 2:** It was moved by Director Jansen and seconded by Director Connealy that the following resolution be adopted:

BE IT RESOLVED that the following resolutions on the consent agenda are hereby adopted.

Agenda Item 3.A.:

BE IT RESOLVED that the following Director(s) have an excused absence from the July 8, 2004 Board of Directors Meeting:

Tim Fowler

Agenda Item 6 A., B. and C.:

BE IT RESOLVED that the June 10, 2004, Papio-Missouri River NRD Board meeting minutes, the June 24, 2004 Washington County Rural Water Advisory Board meeting minutes, and the July 1, 2004 Thurston County Rural Water Advisory Board meeting minutes be approved as printed.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

PROOFS OF PUBLICATION OF MEETING NOTICE: Notice of the meeting was published in the Omaha World Herald on July 2, 2004. The District's May, 2004, expenditures were published in the Papillion Times on July 1, 2004. The Chairperson ordered the Proofs of Publication recorded in the minutes of this meeting. (They are contained as part of the file copy of these minutes.)

AGENCY AND ASSOCIATION REPORTS:

A. Natural Resources Conservation Service: Don Doty, District Conservationist at the NRCS office, reported on NRCS activities for the past month. His report is posted to the District's website. Don reported that he had accepted the Wetland Reserve Enhancement Project Coordinator position at the Syracuse, NE, NRCS office. He will be working on wetland areas along the Missouri River from Ponca to Rulo beginning August 22nd.

B. Nebraska Association of Resources Districts: Director Tesar reported that the NARD Board met June 21, 2004 in South Sioux City. He indicated that the two major issues discussed were the Employee Health Insurance Package and the 1 cent increase to the price of

trees. He also noted that in conjunction with the meeting, the NARD sponsored a Missouri River Basin Tour on June 21-22, 2004. He said that the tour was tremendous. He also stated that he felt NARD Executive Dean Edson and his staff is doing an excellent job.

C. Lower Platte River Corridor Alliance Report: Rodney Verhoeff, Alliance Coordinator, noted that the LPRCA monthly report had been posted to the District's website. He reminded Directors that the Platte River Air Boat Tour would be held on July 23rd. He indicated there were 66 participants signed up for the tour. He then distributed a flyer for the Water Quality Open that will be held on September 1, 2004 at Arbor Links Golf Course in Nebraska City. He invited Directors to participate.

PUBLIC COMMENTS AND INPUT ON P-MRNRD FY 2005 BUDGET: General Manager Oltmans reviewed the proposed FY 2005 P-MRNRD budget and showed a power point presentation. He noted that the total operating budget was approximately \$31.9 million with a projected tax levy of 0.040637, which is a 1 cent increase from FY 2004. He noted that the tax levy is contingent on final valuations from the counties. The proposed increase in the District levy is due to an additional one cent being requested to support planning and construction of flood control reservoirs in the Papillion Creek Watershed. He pointed out that the Papio watershed was the most flood-prone area in the State of Nebraska and with continued urban development, the need for more flood control reservoir is critical. The total property tax requirement is approximately \$14.97 million compared to \$10.7 million in the FY 2004. GM Oltmans then reviewed the major items in the budget. A copy of the fact sheet is attached to the file copy of the minutes.

The following individual(s) addressed the Board regarding the FY 2005 Budget:

- ◆ **Doug Kagan**, 12310 William Street, Omaha, NE, representing the Nebraska Taxpayers for Freedom.
- ◆ **Patrick Rinn**, 1101 S. 63rd Street, Omaha, NE
- ◆ **Victoria Dorau**, 13075 N. 126th St., Omaha, NE
- ◆ **Randy Borg**, 13635 N. 126th Street, Omaha, NE
- ◆ **Tom Riha**, 10519 Cedar Island Road, Bellevue addressed the Board regarding his concerns about the proposed Brookside Development near his property. He distributed a FEMA map to point out the area.

Director Gardner expressed her concerns regarding the FY 2005 budget and stated that she was going to vote against the 1% resolution and the proposed 1 cent increase to the tax levy.

SUBCOMMITTEE REPORTS:

A. Programs, Projects and Operations Subcommittee: Director John Conley reported that the PPO Subcommittee had met on July 6, 2004 and gave a brief recap of the meeting. He stated that the Subcommittee received a briefing on the USGS water quality monitoring being done in the District. No action was required on this item.

- **MOTION NO. 3** It was moved by Director Conley (John) and seconded by Director Jansen that the following recommendation be adopted:

PPO Recommendation #2 Development and Management Agreement with Nebraska Wildlife Rehab, Inc for Rumsey Station Wetland – Recommendation that the Board not approve an additional addendum to the Development and Management Agreement with Nebraska Wildlife Rehab, Inc., for the Rumsey Station Wetlands.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

●● **MOTION NO. 4** It was moved by Director Conley (John) and seconded by Director Jansen that the following recommendation be adopted:

PPO Recommendation #3 Sarpy Water/Wastewater Study (South Half of Sarpy County) with Sarpy County and Others – Recommendation that the General Manager be authorized to execute an interlocal agreement for a Sarpy County Water and Wastewater Infrastructure Study with Sarpy County and others, for a maximum District contribution of \$50,000, subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

●● **MOTION NO. 5** It was moved by Director Conley (John) and seconded by Director Neary that the following recommendation be adopted:

PPO Recommendation #4 Big Papio Trail (Center to Blondo) Cracking – Recommendation that the General Manager be authorized to negotiate with the responsible parties for correction of the pavement cracking in the District’s bicycle and pedestrian trail along the Big Papillion Creek between West Center Road and Blondo Streets, and report back to the Board at its August meeting.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
 Voting Nay - None
 Abstaining - None
 Absent - Fowler
 Absence Excused - Fowler

•• **MOTION NO. 6** It was moved by Director Conley (John) and seconded by Director Jansen that the following recommendation be adopted:

PPO Recommendation #5 Site Grading for Amphitheater at Walnut Creek Lake and Recreation Area – Recommendation that the General Manager be authorized to coordinate with the City of Papillion to provide manpower and equipment for the purpose of grading the Amphitheater site, but that no work be done until staff and the City of Papillion have established a date for the transfer of Walnut Creek Recreation Area to the City of Papillion.

Mr. Ken Mozler, Papillion Area Concert Band, addressed the Board. He reported on the groups fund raising efforts for the Walnut Creek Amphitheater and indicated that they have the funds to start work on Phase I. In order to do so, they would like to start grading in the fall. Director Thompson noted that the motion stated that the staff and the City of Papillion have to establish a date for the transfer of Walnut Creek to Papillion. He pointed out that the original agreement states the date of transfer is the date of annexation. There was discussion.

Amendment No. 1 to Motion No. 6 It was moved by Thompson and seconded by Neary that the motion be amended to delete everything after “Amphitheater site,”

The amended motion read as follows:

PPO Recommendation #5 Site Grading for Amphitheater at Walnut Creek Lake and Recreation Area – Recommendation that the General Manager be authorized to coordinate with the City of Papillion to provide manpower and equipment for the purpose of grading the Amphitheater site., ~~but that no work be done until staff and the City of Papillion have established a date for the transfer of Walnut Creek Recreation Area to the City of Papillion.~~

Amendment No. 1 to Amendment No 1 It was moved by Tesar that the amendment be amended to include, “and that staff and City of Papillion establish a date for the transfer of Walnut Creek Recreation Area.”

The amendment died due to lack of a second.

Roll call vote was held on Amendment No. 1 to the motion. The amendment carried on a vote of 6-yea and 3-nay.

Voting Yea - Conley (John), Connealy, Jansen, Neary, Thompson, Conley (Fred)
 Voting Nay - Gardner, Nichols, Tesar
 Abstaining - None
 Absent - Fowler
 Absence Excused - Fowler

Roll call vote was held on the amended motion. The motion failed on a vote of 4-yea and 5-nay.

Voting Yea - Connealy, Neary, Thompson, Conley (Fred)
 Voting Nay - Conley (John), Gardner, Jansen, Nichols, Tesar
 Abstaining - None
 Absent - Fowler
 Absence Excused - Fowler

C. Finance, Expenditure and Legal Subcommittee: Director Gardner reported that the FEL Subcommittee had met on July 6, 2004 and gave a brief recap of the meeting.

•• **MOTION NO. 7** It was moved by Director Gardner and seconded by Director Neary that the following recommendation be adopted:

FEL Recommendation #1 Papio Creek Watershed PL566 Structure D-17, Waterford Development, L.L.C., Easement Agreement – Recommendation that the General Manager be authorized to execute an easement agreement with Waterford Development, L.L.C., for a wetland mitigation site on Papio Creek watershed PL566 site D-17 lands, subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel, and subject to Nebraska Department of Natural Resources approval.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
 Voting Nay - None
 Abstaining - None
 Absent - Fowler
 Absence Excused - Fowler

•• **MOTION NO. 8** It was moved by Director Connealy and seconded by Director Thompson that the following recommendation be adopted:

FEL Recommendation #2 FY 2005 Budget – Recommendation that Draft-2 of the P-MRNRD FY 2005 budget be approved as the proposed FY 2005 budget and forwarded for review at the Budget Hearing at the August 12, 2004 Board Meeting, subject to changes deemed necessary by the General Manager to ensure that the District is in compliance with state statutes regarding the lid.

Roll call vote was held on the motion. The motion carried on a vote of 8-yea and 2-nay.

Voting Yea - Conley (John), Connealy, Jansen, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - Gardner, Neary
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

Director Tesar stated that he in light of the one cent levy for Papio Watershed reservoirs, he would like to make the following motion directing management to draft a written policy.

•• **MOTION NO. 9** It was moved by Director Tesar and seconded by Director John Conley that the following resolution be adopted:

BE IT RESOLVED that Management is requested to draft a written policy guiding the District's participation in public/private partnerships for development of Papio Watershed reservoirs, and guiding the utilization of the proposed additional one-cent property tax levy, and is requested to bring such policy to the Board for its consideration.

Director Tesar stated that issues for potential consideration would be:

Top of dam standard
ROW acquisition
Minimum building elevations
Uses permitted in flood pools
Structure engineering and design
Structure construction
Structure operation and maintenance
Public areas
Other public facilities
Indemnifications
Warranties

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

•• **MOTION NO. 10** It was moved by Director Connealy and seconded by Director John Conley that the following recommendation be adopted:

FEL Recommendation #2.a.: 1% Increase to the Budgeted Restricted Funds for Lid Calculation for FY 2005 Budget – Recommendation that the following resolution be adopted:

BE IT RESOLVED that the Board of Directors of the Papio-Missouri River NRD approves an additional increase of 1% in the Total 2003-2004 Funds Subject to Limitation, pursuant to Neb. Rev. State Statutes 13-518 through 13-522.

It was noted that this resolution would require a super majority vote of the Board, or 8 votes, to carry.

Roll call vote was held on the motion. The motion failed on a vote of 4-yea and 5-nay.

Voting Yea - Conley (John), Connealy, Jansen, Conley (Fred)
Voting Nay - Gardner, Neary, Nichols, Tesar, Thompson
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

- **MOTION NO. 11** It was moved by Director Tesar and seconded by Director Connealy that the Board approve an additional increase of ½% in the total funds subject to limitation.

It was noted that this resolution would require a super majority vote of the Board, or 8 votes, to carry.

Roll call vote was held on the motion. The motion failed on a vote of 6-yea and 3-nay.

Voting Yea - Conley (John), Connealy, Jansen, Nichols, Tesar, Conley (Fred)
Voting Nay - Gardner, Neary, Thompson
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

- **MOTION NO. 12** It was moved by Director Gardner and seconded by Director Connealy that the following recommendation be adopted:

FEL Recommendation #3: Western Sarpy/Clear Creek Flood Reduction Project – Sarpy County Side Riverside Cabins Purchase Agreements – Recommendation that the General Manager be authorized to execute easement purchase agreements for Tract #9L (Rhoades) for \$780; Tract 10L (Pietryga) for \$1,380; Tract 11L (Smith) for \$7,240; and RSP Management for \$2,060.

Roll call vote was held on the motion. The motion carried on a vote of 8-yea and 1-nay.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Nichols, Tesar, Thompson,
Conley (Fred)
Voting Nay - Neary
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

C. Personnel, Legislative and Public Affairs Subcommittee: Director Nichols reported that the PLPA Subcommittee had met on July 6, 2004 and gave a brief recap of the meetings. She stated that Rich Lombardi, District Legislative Representative, updated the Subcommittee on legislative issues.

•• **MOTION NO. 13** It was moved by Director Nichols and seconded by Director Neary that the following recommendation be adopted:

PLPA Recommendation #2: District Policy regarding Development of State Legislation – Recommendation that the amendment to the policy entitled “District Policy 12.7 General Manager – Monthly Report” be recommended to the Board and that approval be tabled until the August 12, 2004 Board meeting, pursuant to District Policy 1.5.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar,
Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

•• **MOTION NO. 14** It was moved by Director Nichols and seconded by Director Neary that the following recommendation be adopted:

PLPA Recommendation #3: Establish GM Goals for FY 2005 – Recommendation that the FY 2005 General Manager’s goals, as amended by the Subcommittee, be approved.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar,
Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

TREASURER'S REPORT:

- **MOTION NO. 15:** It was moved by Director John Conley and seconded by Director Nichols that the following resolution be adopted:

BE IT RESOLVED that the Treasurer is authorized to expend general funds to pay: (1) claims listed in the June, 2004, financial report; and, (2) any claims made prior to the next Board meeting for (a) earned salaries of District employees, (b) withholding taxes, (c) social security payments, (d) retirement program contributions, (e) utilities, (f) registration fees and expenses for upcoming meetings and conferences, (g) certified completed CAP and Special Project Area applications, (h) invoices which offer a credit or discount for payment made prior to the next Board meeting, (i) postage, and, (j) building and grounds contract expenses.

BE IT FURTHER RESOLVED that the Treasurer is authorized to pay, from the respective operating accounts of the Dakota County, Thurston County and Washington County rural water supply projects, the Elkhorn River Bank Stabilization Project, the Elkhorn Breakout Project, the Elk/Pigeon Creek Drainage Project, and the Western Sarpy/Clear Creek Project, the project bills listed on the June, 2004, financial report, and future claims for project utilities.

BE IT FURTHER RESOLVED that the financial reports be affixed to and made a part of the minutes.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea	-	Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay	-	None
Abstaining	-	None
Absent	-	Fowler
Absence Excused	-	Fowler

CHAIRPERSON'S REPORT:

A. Joint P-MRNRD/LPSNRD Board Meeting: Chairperson Fred Conley reminded Directors of the joint meeting of the P-MRNRD/LPSNRD scheduled on July 14, 2004 at 6:30 p.m. at Mahoney State Park, Cedar-Red Room.

GENERAL MANAGER'S REPORT: GM Oltmans noted that his report had been posted to the website. The following items were discussed:

- GM Oltmans distributed a schedule for public hearings for the Platte River Recovery Implementation Program Draft Environmental Impact Statement. He noted that a hearing is schedule August 3, 2004 at 7:00 – 10:00 p.m. at the Holiday Inn, 141 N. 9th Street, Lincoln, NE.
- Staff member Dick Sklenar then updated the Board on the Washington County Rural Water #2 Project. He reported that there would be a public hearing during the August 12, 2004 Board meeting to establish service area boundaries. He also indicated that the Board would be considering a contract for the water storage tower next month.

ELECTION OF P-MRNRD OFFICERS:

A. **Chairperson:** The floor was opened for nominations for Chairperson. Director Rich Jansen was nominated.

- **MOTION NO. 16** It was moved by Director Nichols and seconded by Director Connealy that nominations cease and a unanimous ballot be cast for Rich Jansen as Chairperson.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

B. **Vice-Chairperson:** The floor was opened for nominations for Vice-Chairperson. Directors Dick Connealy and Barb Nichols were nominated. Secret ballot election was held. Director Connealy won on a vote of Dick Connealy – 6 and Barb Nichols – 3.

C. **Secretary:** The floor was opened for nominations for Secretary. Directors Barb Nichols, Rich Tesar and Jim Thompson were nominated. Director Thompson declined. Secret ballot election was held. Director Tesar won on a vote of Rich Tesar – 6 and Barb Nichols – 3.

D. **Treasurer:** The floor was opened for nominations for Treasurer. Director John Conley was nominated.

- **MOTION NO. 17** It was moved by Director Connealy and seconded by Director Thompson that nominations cease and a unanimous ballot be cast for John Conley as Treasurer.

Roll call vote was held on the motion. The motion carried on a vote of 8-yea and 1-abstain.

Voting Yea - Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - John Conley
Absent - Fowler
Absence Excused - Fowler

Treasurer John Conley appointed Jim Thompson as Assistant Treasurer.

ELECTION OF NARD DIRECTOR AND ALTERNATE DIRECTOR:

The floor was opened for nominations for NARD Director. Director Rich Tesar was nominated.

- **MOTION NO. 18** It was moved by Director Connealy and seconded by Director Thompson that nominations cease and a unanimous ballot be cast for Rich Tesar as NARD Director.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

The floor was opened for nominations for Alternate NARD Director. Director Dick Connealy was nominated.

- **MOTION NO. 19** It was moved by Director Tesar and seconded by Director Thompson that nominations cease and a unanimous ballot be cast for Dick Connealy as Alternate NARD Director.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

- **MOTION NO. 20** It was moved by Director Fred Conley and seconded by Director Connealy that the following resolution be adopted:

BE IT RESOLVED that the following named persons be and are hereby elected officers of the Papio-Missouri River Natural Resources District for the coming year and until a successor has been elected: Rich Jansen, Chairperson; Dick Connealy; Vice-Chairperson; Rich Tesar, Secretary; and, John Conley, Treasurer.

BE IT FURTHER RESOLVED that the Treasurer's written designation of Jim Thompson as Assistant Treasurer is concurred in by the Board of Directors.

BE IT FURTHER RESOLVED that Rich Tesar is hereby elected the Nebraska Association of Resources Districts Director for the coming year; and, Dick Connealy is hereby elected the Nebraska Association of Resources Districts Alternate Director for the coming year.

Roll call vote was held on the motion. The motion carried unanimously.

Voting Yea - Conley (John), Connealy, Gardner, Jansen, Neary, Nichols, Tesar, Thompson, Conley (Fred)
Voting Nay - None
Abstaining - None
Absent - Fowler
Absence Excused - Fowler

INFORMATIONAL ITEMS:

A. Future Meetings: The Chairperson reviewed the following upcoming meetings with the Directors:

July 14, 2004	Joint P-MRNRD/LPSNRD Board Meeting, Mahoney State Park at 6:30
July 23, 2004	Platte River Airboat Tour (Directors Neary, Nichols, Tesar and Thompson are participating.)
August 10, 2004	P-MRNRD Subcommittee Meetings
August 12, 2004	P-MRNRD Board Meeting (Public Hearing and Adoption of FY 2005 Budget)
August 17, 2004	Lower Platte River Corridor Alliance Quarterly Meeting, 9:30 a.m., NRC
September 7, 2004	P-MRNRD Subcommittee Meetings
September 9, 2004	P-MRNRD Board Meeting (Public Hearing to Set Tax Levy pursuant to state statutes and the adopted budget at the August 12, 2004 Board meeting and receiving final property tax valuations in late August.)

B. Other Information Items: None.

C. Next Meeting: The next regularly scheduled meeting of the P-MRNRD Board of Directors will be held on August 12, 2004, at the NRC.

ADJOURNMENT: Being no further business, the meeting adjourned at 10:30 p.m. by acclamation.

I, the undersigned, Secretary of the Pappo-Missouri River Natural Resources District, hereby certify that the foregoing are true and correct minutes of a meeting of the Board of Directors of the District held on July 8, 2004, that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the District; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; and, that all news media requesting notification of the meeting of said body were provided advance notification of the time and place of said meeting.

Richard Tesar
District Secretary