

VALENCIA COUNTY BOARD OF COMMISSIONERS

EMERGENCY MEETING

DATE: June 11, 2001

The Meeting was called to order by Chairman Alicia Aguilar at 9:07 A. M.

PRESENT	ABSENT
Alicia Aguilar, Chairman	
Aurelio H. Padilla, Vice-Chairman	
S. T. Frank Pando, Member	
	Gary Daves, Member
	Helen Baca, Member
James Fernandez, County Manager	
Thomas Garde, County Attorney	
Tina Gallegos, County Clerk	
Press and Public	

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE.....COMMISSIONER PADILLA

3. APPROVAL OF AGENDA

Commission Chair Alicia Aguilar, informed the public that notice was received from Commissioner Daves and Commissioner Baca that they would not be attending the meeting but Commissioner Pando, Vice-Chair Commissioner Padilla and herself were present, along with County Attorney Tom Garde. Also in the audience were Association of Counties Attorney Sean Olivas, County Manager James Fernandez, Carol Anaya and other staff members.

Commission Chair Aguilar then read the Agenda and wanted to state that she had received, from Mr. Fernandez, a letter dated Friday June 8th from Shari Gold, about some animal control issues and submitted a copy of it for the record.

4. EXECUTIVE SESSION

Before going into Executive Session, Commission Chair Aguilar asked Attorney Tom Garde as to the specifics that would be discussed before the agenda could be approved. Tom Garde informed them, that during the Executive Session they would be discussing legal issues regarding the grand jury petitions, in regards to Animal Control, also threatening litigations in regards to the operations of the Animal Control Facility.

Commissioner Pando also wanted to bring up a letter he had received from James on the famous liability of commissioners that he did not know what it meant and wanted Attorney Tom Garde to explain it to them. Attorney Garde’s response was that, in regards to that issue, it should be discussed outside of executive session, because the purpose of this meeting was specifically on animal control. Commissioner Pando’s response was “whatever, as long as it was explained to all of us so we could understand it.” Commission Chair Aguilar explained that her understanding was, that there would be a discussion on the grand jury petition and then just potential litigation. Attorney Garde answered “that was correct.” Commission Chair Aguilar then went on to say that as she had mentioned, the purpose of the meeting was the letter that she had submitted, and wanted it to be part of Executive Session and both agreed that it was a threatening litigation.

Vice-Chair Padilla moved to approve the Agenda and Commissioner Pando seconded it. Motion carried.

Commissioner Pando mentioned that he was seeing a lot of strangers in the audience and asked the Chair if it was possible to have them identify themselves and as to who they represented because he had some calls the day before and he would like to know who he was talking to. Commission Chair Aguilar agreed. Among others, Sean Olivas introduced himself as an attorney obtained by the Association of Counties.

Commissioner Pando then moved to go into Executive Session. Commissioner Padilla seconded it. Motion carried.

Commission Chair Aguilar asked for a motion to return from executive session into regular session with Commissioner Pando moving. Vice-Chair Padilla seconded it. All three voted yes. Motion carried.

5. DISCUSSION OF ANIMAL CONTROL ISSUES

Commission Chair Aguilar started the meeting by stating that many of them were there earlier when they had disclosed that they were discussing Animal Control issues and they had gone into Executive Session to discuss three items. Petition, Ms. Shari Gold’s letter and threatening litigation. On

regards to the grand jury petition, Attorney Garde informed them that the current status of the petition was discussed and no action was taken on that item. The second item that was discussed was a letter from Shari Gold, received by County Manager James Fernandez. It was opened up to counsel and Mr. Olivas, if he had anything to add to it.

According to Attorney Garde, they had a discussion with Mr. Steven Chavez and Mr. Steve Sanchez in regards to the letter and the events that had transpired beginning June 6th up until the past Sunday, and the Commissioners were briefed in regards to what the County's role was. Commission Chair Aguilar stated that in talking to them, there was some inconsistency in the memo that was faxed to them. Attorney Garde agreed that there was some inconsistency to what actually transpired, with regards to the County's conduct. Information received was that the County's purpose was solely to look into the status of animals and at no time was there indication that children were in danger, in that situation, and it was dealt with the week before by CYFD department after getting the information. The memo indicated that it had happened on the 8th. Commissioner Chair Aguilar then asked the commissioners if there was anything else they wished to add.

Commissioner Pando then asked Attorney Garde, since there was a letter with allegations in it, that perhaps in order to be open and honest about this situation, that they should go into what actually transpired in the letter, so that the public may be made aware of what really happened.

Attorney Garde informed them, that whatever was discussed in executive session should remain there, and if there was any information, it should come from the person involved.

Commissioner Pando said that although he never dealt with animal activist or Mrs. Britton or any of those people in the past, it seemed to him that there was a whole lot of accusations and innuendos thrown at each other, but he did not see any solutions and he was not interested any of the accusations whatsoever. What he was interested in, was a solution and he and everyone else understood that it was not a problem, that it was an issue that needed to be faced squarely in the eye and they needed to be honest with each other. He thought that the County of Valencia, particularly Steve Chavez, County Manager Mr. Fernandez, staff and Steve Sanchez were working in a solution and this is what he would like to hear from the activist. He did not want to hear accusation, he wanted to hear how they were going to work together to solve this mutual issue that they had, which is an issue that needed to be addressed and for them to sit there and write dirty letters and have accusations it would not solve any problems. Everyone had problems and they needed to look for solutions and solve the problem and not add to the fire.

According to Commission Chair Aguilar, also discussed were issues of threatening litigations and they were also briefed on a criminal complaint filed with the State Police against one of the employees. Chair Aguilar asked Mr. Steven Chavez to brief them on the complaint and the results of it. Mr. Chavez, County Planner and Acting Administrator, said that he was responsible for overseeing animal control and regarding that issue and without going into specific detail regarding allegations, he had met with Mr. Sanchez and the State Police on Friday afternoon. The State Police Officer that he had met with, and who was conducting the investigation, relayed to him that after completing the investigation, he had found no merit in the complaint whatsoever and that he would forward it to the District Attorney's office for a second opinion. Mr. Chavez stated that he was thoroughly confident, after reviewing the investigation himself, there was no merit to the claim, whatsoever.

Commission Chair Aguilar wanted Mr. Chavez to clarify, and going back to the letter from Sheri Gold, that at no time did our staff go into the mobile home where there were children present, and see any evidence of child neglect or abuse. Mr. Chavez replied that was correct, but again, that was another investigation that he was participant to and he could honestly tell this Board of Commissioner and this County, that everything that Mr. Sanchez and the Zoning Officers had done, was absolutely legal and straight and above and beyond their ordinary responsibility. The allegations regarding children, which he did see two children outside who seemed to be in good health in his estimation, didn't have any merit.

Commission Chair Aguilar commented that Commissioner Pando as well as Mr. Chavez had had calls and meetings with many activists who were bringing their concerns to them and they were addressing them. In the course of the last month, Mr. Fernandez and Mr. Chavez had met with two or three activist's and discussed solutions to some of the problems they had brought and they did have plans and recommendations for implementations in the next two weeks. Commission Chair Aguilar also wanted to know, because it was another question that had been asked was, if the new procedures for Euthenising the animals were in place and being followed. Mr. Chavez answered that the new procedures sanctioned by the Humane Association were being used. The other procedure, which were not sanctioned and they have stopped using entirely, unless the animal has been sedated, has been approved by the Association. Another thing that Mr. Chavez had briefed the Commission on, was the dog that had the rope on it. The dog had been taken to the veterinary hospital, and had been seen to in approximately forty-five minutes to one hour, after the animal had been observed having the noose around it's body. Mr. Sanchez took the animal directly to the veterinary hospital. They did a triage on the animal and released him to Mr. Sanchez' care at which Mr. Sanchez returned him to the owners their request. The owner made Mr. Sanchez aware that these things had not occurred due to his neglect. Also, the animal had not shied away from the owner and seemed very glad to see each other. Mr. Sanchez' best judgment after dealing with animals for nine years was that the animal should be returned to the owner.

Chair Aguilar then asked Mr. Garde, was hoarding not addressed in the animal control ordinance? According to the Attorney, offenses on hoarding was not within the ordinance and they were developing procedures to insure that the offense would be applicable to our animal control ordinance.

Commission Chair Aguilar entertained a motion, just for clarification, and wanted it made a part of the minutes, that Steven Chavez was acting Planning & Zoning Administrator and was responsible for animal control. Motion was made by Commissioner Padilla and second by Commissioner Pando. All were in favor.

Motion carried. 3-0

The other issue that was discussed and direction was given, was that Mr. Chavez was getting together with Mr. Fernandez and with Mr. Garde and working with the Association of Counties to compile the data and bring forth all the recommendations to the Commission when all five members were present so they expected to see it within thirty days. Motion was made by Commissioner Padilla and second by Commissioner Pando. All were in favor.

Motion carried. 3-0

One of the things that bothered Commissioner Pando, and he admitted that he had all kinds of pets and took responsibility for them, was that it seemed to him that the County was constantly being accused of neglect, but what he wanted to know was, where were the owners in all of this? They needed to put the blame where it belonged and also pursue the people that were abusing these animals, not each other. Right now, he said, the activists were saying that it was the county's fault and he disagreed completely and thought the owner's should take care of their animals. Before we start putting blame on other people, he said, they should share some of the burden and place the burden where it belonged.

Commission Chair Aguilar then asked the public if they wished to address the Commission with specific issues, they should state their name, the organization, and she would allow them two minutes each.

Michele Rokke, director of Cruelty Investigation for Animal Protection of New Mexico, stated that she appreciated the comments from Commissioner Pando about everyone working together and focusing on solutions and one of the things she was concerned with was, the free use of the term activist, and hoped that the concerned citizens that had taken time off their schedule to come today could voice concerns over community issues like these without being labeled in a way that would be inflammatory in some circumstances and hopefully, they would not have to be activist to work within a functioning system. One of the solutions that Animal Protection of New Mexico would like to encourage the Commission to take is to proactively contact a third party independent organization to evaluate the shelter operations and field operations at the Valencia Animal Control Department, that way, any existing problems can be effectively addressed and if there aren't existing problems which are being unfairly assigned, those can be disclosed as well and hopefully the Commission could take a proactive stance on this. The Humane Society of the United States National Animal Control Association were both groups that do two party investigations. She was hopeful that the findings would be made public and it would be absorbed and addressed in completion by the council, regardless of what the findings were. If there are problems been unfairly assigned, those should be aired so that the people who are working hard in this county to protect animals and people, can be applauded for their efforts and not maligned. The humane euthanasia issue is certainly serious and she was glad to hear that policies were in place and would like at some point to know what the veterinary care policies were, so that animals coming into the shelter can be assured of veterinary care and hopefully be addressed through the budget. She was also hopeful that a mechanism could be found to investigate any cruelty complaints so that situations such as these weren't aired in an emergency sort of fashion and it would be wonderful if the system were functioning where these sorts of investigations and complaints would be addressed before they reached crisis proportion and level. She thought there were a lot of groups in the area that were working to do that. She thanked the Commission for their time and consideration.

Barbara Tallier, President of the Alliance Against Animal Abuse stated that she agreed with Commissioner Pando's assessment of the initial problem in that it was the owner's fault. She had done a profile for the spade neutering program and the county had almost doubled the population in the last ten years. Owners do come to our County thinking they are coming to get away from restrictions and may not be aware of county ordinances and county zoning. She thought it was up to the officials to inform them and let them know that they cannot come here and let their animals run free and breed and not be fed. That would be the condition of animal control and zoning obligations to inform them of such. She wanted to see the ordinances enforced. It would solve a lot of the problems. Maintenance situations, the litter permit ordinance and the zoning ordinance, stating how many animals a resident can have according to the square footage, would solve half of the problems, if strictly enforced. It was their experience that these were not addressed forcefully. She believed that one statement that was made about hoarding not being in animal control ordinances was in the zoning ordinances, because hoarding was, not taking proper care of too many animals that can be handled.

Commissioner Pando wanted to add that since living in the county 35 years or so, he understood that Valencia County was the second fast growing county in New Mexico and living next to Albuquerque, he has witnessed, cats and dogs being dumped on the side of the road and wanted to know how to control that, being that most of the people dumping were not from here. What he wanted to say was that the public needs to be educated, but, it was not his or their responsibility, it was everyone's.

Commission Chair Aguilar asked Ms. Tallier if she would fax suggestions and information as to how this educating could be done.

Dolores Botts, concerned citizen, and not associated with any activist group, with all respect to Commissioner Pando, wanted to say that it was not one against the other, but when the animal control officer comes and tells her that he cannot step on private property to take care of the animal, and they were the authority, she was not naive enough to think that she could do it by herself, but when the officer tells her that, what is she to do? She did not own a gun and she would not shoot an animal just to put them out of their misery, all she wanted as a concerned citizen was, the authority given to the animal control officer and to the sheriff's department to come and take care of the animals that are physically being abused. She has animals of her own and takes care of them, but she wanted her neighbor to do the same or have an ordinance put into effect. What she was requesting from the Commission was that, authority be given to these people, to go into the property. Commission Chair Aguilar let her know that there was already a process in place and her bringing these comments to them, they would make sure that they were addressed.

With due respect, Ms. Botts said, in the weekends when she has called animal control, they tell her to call the Sheriff's Department. Granted, she was one of the many that had moved to Valencia County, but they were responsible citizens and they needed the Commission to act on irresponsible citizens. She emphasized that it was not one against the other and that the Commission worked for them and the citizens were their bread and butter. She did not think that she was above or beyond any reasonable questioning of their ethics when it came to animal control. She could not have chickens and sheep and such, because she could not afford them, but what she did have, she wanted protected and that was within reason.

Commissioner Pando asked Attorney Garde if he would respond about the policy of going into private property so that everyone would be made aware of it. According to Attorney Garde, there were several ways to go into private property. One of them was with the consent of the owner or another with a search warrant. Basically what Commissioner Pando was asking was, that as a zoning officer or an animal control officer, couldn't they just go into private property at their discretion? According to Attorney Tom Garde, that was correct.

Vern Walburg, a citizen of Valencia County for five years, stated that for almost four years he has been calling animal control with complaints about dogs at large in his neighborhood including a large pit bull near the corner of Peyton and Road 314. He informed the Commission that not once has he had response from them and one time Sheriff's deputy had come out to speak with the people and after he left, they did not even bother to close the gate. The other five dogs just continued to be loose. This is not an issue of abuse or private property, but a simple issue of targeting animal control, responding to ordinances. He started trying to license his dogs in December and tags for the year 2001 were not available and so they had given him tags from the year 2000. These tags were already expired. When these officers go out on calls, are they requesting the licensing on these animals. His concern, like everyone else was, someone needed to be held responsible.

Gloria Long, not associated with any activist group, did her own rescue in Rio Communities or in Belen, as she sees animals that need to be taken off the street. She wanted to ask Mr. Sanchez and Mr. Chavez what has been done about 701 Gabaldon Road where there are pit bulls tied on logs chains. After trying to get a hold of animal control, starting on June 1st, and finally talking to Ruben, he told her that the owners were going to build shelter and that is not the case. The dogs are on log chains. They have no shelter, no water. Commission Chair Aguilar asked Ms. Long if she had ever knocked on these people's door and let them know that she was concerned. Ms. Long replied, "Is that my job?" She had been told to file a complaint and that was what she had done. She again asked what was been done at this residence. Commissioner Chair Aguilar told her that since the incident has been reported, it would be compiled in data and it would be looked into and reported back to the Commission.

At this time Ms. Botts wanted the Commission to know, that there was no gate in the property that she was concerned with. According to her, the Sheriff's Department had responded to the media, that they had cut the fence, gone in, and fed and watered these dogs. First of all, there hadn't been anybody out and there was no gate. Commissioner Chair Aguilar informed Ms. Botts that the Sheriff was on the agenda for the 19th meeting; to respond to some issues and she invited her to come because she could not answer for the Sheriff.

Commissioner Pando commented that the Sheriff was an elected official and he did not like to tell other officials how to run their department and so she was welcomed to come to the meeting

Annie Hunnington, who had moved to the Communities about two years ago, was an animal advocate not an activist, as some of the people had been labeled. She explained that an advocate is someone who cares and takes it upon themselves to make sure that what their caring about is done to the fullest. She had heard, through the news media, that the meeting would start at 9:00AM, and after 10:00AM when she got here, nothing was happening. After talking to some of the other people who were here with their concerns, it seemed to everybody that the Commission was trying to put them off. And according to some of the residents, when something occurs, they are shoved under the rug and that's how things are done here. As for ordinances, their main issue, what they had in writing, they had done nothing with. Once they started instigating it and making people be accountable, that would be a start of the solution.

Commission Chair Aguilar asked if she had seen the agenda because the meeting had started at 9:00 A.M. in which Ms. Hunnington replied that it may have, but some of the things people had wanted to convey to them were done in closed session. She was not a complainer, was a new resident, and said she would like to do all she can for the community. Commission Chair Aguilar told her she appreciated it, but certain issues needed to be discussed in executive session and at nine o'clock when the meeting was opened, those issues were identified, the individuals were told that they were going into executive session and when they returned it would be disclosed and now they were giving the people that had come and waited, an opportunity to address specific things. If they were going to go further and find solutions, it did not help to complain, so she asked if they had any recommendations, to put them in writing and bring it to them. Again, as Commission Chair Aguilar had mentioned before, within thirty days, staff, legal and administration would be getting together to address these concerns and hopefully come up with some solutions.

What Ms. Hunnington was understanding from other people, was that anytime things were brought up to the Commission, thirty days would pass and nothing would be taken care of, so maybe people had lost hope. In response to that, Commission Chair Aguilar wanted her to know that in every agenda people have a chance to voice their concerns through Public Requests and so she wanted her to go to the minutes and see who had come forward and actually addressed the Commissioners on any concern. But even more important, Ms. Hunnington wanted to know, what had been about that? Commissioner Pando wanted to respond to that and thanked Ms. Hunnington for coming and for their input and words of wisdom, but they were not aware of a lot of the issues that they were speaking of. Meetings were held twice a month, he had served on the Commission for two and a half years and never met or had the pleasure of meeting any of these activists or advocates. Titles meant nothing to him, they were just human beings, so what he was trying to say was that these issues had not been brought to his attention and only having missed one meeting, he had never seen any of them before and was glad that they were here now and talking and hopefully solve the problem. He wanted them to write ideas on how to solve them. At this time, Commissioner Padilla wanted to let these people know that executive session was not used to avoid any issues or prolong them. Many issues that come with the growth of the County are discussed and they are very well prepared to face them and have done a great job in facing these issues and working out solutions. As far as trying to prolong, avoid, or hide from the public, this is not done. Chair Aguilar added that when this issue had come up, she had called an emergency meeting.

Evangeline Maez, a social worker for CYFD, had some concerns, although it had been made very clear about staying with the issues, about animal control trucks not having proper gas or money in the budget to get gas to go where they needed to get to and that the trucks were not working. Commission Chair Aguilar asked twice who had told her that, and she would not reply. What she wanted to know was, if those things had come to their attention? Chair replied that they had not. She also had heard that animals been euthanised, half the time did not have a place to go to, they were taken to the incinerator and when that was full, to the dump grounds. In many occasions there was not any dog food. County Manager, James Fernandez informed them that he had received a call to investigate on that matter. He had called the Animal Control Office and that was not the case. She wanted to emphasize that she was not here to represent CYFD. Chair asked her why she had not brought it to their attention before? She said that's why she was here today. Again, Commission Chair Aguilar asked her to put all concerns in writing and fax them to her.

Margarite Browsers, a resident of Valencia County for seven years, wanted to tell the Commission that there were solutions. Valencia County had beautiful ordinances and all they needed to do was to put them in force. She added that they were fantastic, not too hard and not too evasive, but were good ordinances. In working together, this could be done. She wanted to submit, to the Commission, some pictures taken on the area of 54 Bonita Lane on Monterrey Park, in which Mr. Chavez had said was not that bad, and this was the area where the child was taken from and she had also taken out thirty two cats just the other day. Commission Chair Aguilar preferred for the pictures to be submitted to the Attorney Tom Garde, that way, they were documented and they become part of the packet and the information that they are requesting.

Steven Chavez, County Planner, who had recently been given the responsibility of animal control in the last few weeks, as an attorney and having the reputation of getting things done, wanted to respond to the public and to the Commission, that they would make changes and were working as fast as they could. He had met with Mr. Sanchez and Mr. Fernandez but with limited resources it was a problem. And he wanted to say that in choosing his words very carefully, he never said that the situation on 54 Bonita Lane was not that bad. What he did say, was, that he did not notice the children were that bad, because there were allegations regarding these children specifically that he was referring to. Regarding the animals, it was appalling. Mr. Sanchez has worked faster in getting those animals out informally, than trying to execute search warrants with the proper law enforcement agencies. In his experience as a prosecutor, he is committed in working with Mr. Sanchez and his officers to help them draft search warrants and getting law enforcements to cooperate with the execution of those warrants. That's something that they are looking at. It has to be clear policy and clear procedure for doing it this way. There are situations that probably merit that, but we would get there in the time that it needs to take. It was a slow process.

Commission Chair Aguilar thanked and wanted to submit a letter she had received from the Village of Bosque Farms, but first she wanted to read it. The letter was addressed to Steven Chavez. See Exhibit.

Again, Commission Chair Aguilar mentioned that if anyone had any concerns, to put them in writing and they would be expecting some response from staff within the next thirty days and was not sure yet, but she might call a special or separate meeting just to address the animal control issues, which she thought would be best. Anne Hunnington had a suggestion that if and when this ordinance would be put into force, and because there is a fine occurs when it happens, wouldn't that money be well served, if it could go towards these issues. Commission Chair Aguilar responded that procedures were what the meeting on the 30th would be for. The ordinances would also come to play. Before they can change an ordinance, it has to be published, held public hearings, so everyone is given the opportunity to provide some input, and attend the meeting before there's an approval of any changes. This would be the first step on seeing, basically, what are the issues, look at the ordinances, if they are there, what they need to do to address them, if they are not there. That is what she saw happening down the road. According to Ms. Hunnington, this was in regards to an ordinance that was already in place with regard to pets and their care. There was a two to five hundred dollar fine. Commission Chair Aguilar then asked for her to give Mr. Chavez her telephone number and he could look into it. And staff would give her a call and let her know the interpretation of the ordinance.

Michele Rokke wanted to offer the County a donation of a video. Animal Protection had created a credited training program called "Implementing the Felony Animal Cruelty Laws" which Steve Sanchez and his staff had attended and wanted to know if, in going over issues with the Sheriff, they would have them come and do a presentation. At this point Commission Chair Aguilar asked her if she would go to the Sheriff, or come on the 19th meeting and present it to him.

Attorney Tom Garde suggested that the information be given to the County Manager and that way it does not become part of the record.

Commission Chair Aguilar thanked the Mayor of Bosque Farms, Rodger Baldwin for attending this meeting, in which he replied, "It was enjoyable". Mayor Baldwin wanted to say that he listened to her read the letter and wanted everyone to know that the Village of Bosque Farms was a part of Valencia County and they were here to help them, as Valencia County had helped them in the past. In the last year they had come a long way with their animal control, so if there was anything they could do to help, because this issue was not only on their shoulders, it was on everyone's shoulder. He wanted to reassure them that they were here and was glad that Kurt had sent them that letter. So he thanked the Commission for all the help they had given them.

Commissioner Pando wanted to thank everyone for attending. He noticed that it was various groups that were advocating, activating and he hoped that they would get together and become one group and work together and accomplish a lot more by working together and no more accusations. The past we learn from it, we can't change what happened yesterday, but we can change what will happen tomorrow. Commission Chair Aguilar wanted to echo it, because she would not have called for a meeting if she had not thought it important. She thought that everyone had learned something from it. Sometimes we make assumptions on individuals or say you should know and that's not necessarily the key or the truth and now we can go forward to come up with a solution.

Commissioner Padilla also wanted to thank them for coming today and he was sure that in working together they could come up with a working solution.

ADJOURNMENT

Commission Chair entertained a motion to adjourn. Motion by Commissioner Padilla. Second by Commissioner Pando. Meeting adjourned at 12:56 P.M.

<p>NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the, June 11, 2001 Emergency Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.</p>

VALENCIA COUNTY BOARD OF COMMISSIONERS

**ss/
ALICIA AGUILAR, CHAIRMAN**

**ss/
AURELIO H. PADILLA, VICE-CHAIRMAN**

**ss/
S. T. FRANK PANDO, MEMBER**

GARY DAVES, MEMBER

**ss/
HELEN BACA, MEMBER**

ATTEST: ss/

TINA GALLEGOS, COUNTY CLERK

DATE: July 17, 2001

For an official signed copy of these minutes and attachments see Book 40 Page 887.