

**MINUTES OF THE  
JEMEZ MOUNTAINS ELECTRIC COOPERATIVE, INC.  
BOARD OF TRUSTEES**

**September 29, 2023**

**JMEC OFFICES-CUBA, NEW MEXICO**

1. This meeting of the Jemez Mountains Electric Cooperative, Inc. (JMEC) Board of Trustees was called to order by Board President Dennis Trujillo at 10:01 a.m. on the above-cited date, at the Cuba District Office, #71 Hwy 126, Cuba, New Mexico.

2. & 3. Following the Pledge of Allegiance, roll call confirmed a quorum as follows:

**Trustees Present:**

Dennis Trujillo, President  
Manuel Bustos, Vice President  
Marcie Martinez, Secretary  
Dolores McCoy, Treasurer  
Henry Roybal, Asst. Secretary/Treasurer  
Lucas J. Cordova  
Elias Coriz  
Dennis Gallegos  
John Ramon Vigil  
Marissa Maestas-Muller  
Danny Velarde

**Trustee(s) Excused:**

None

**JMEC Staff Present:**

Michael Hastings, CEO and General Manager  
Dennis Astley, Assistant General Manager  
Geraldine Romero, CFO  
Tina Trujillo Archuleta, Manager of Administration and External Affairs  
Karen Wisdom, Senior Manager of Contracts and Compliance, and Special Projects  
Dwight Herrera, Senior Manager of Human Resources and Support Services  
Patricia Martinez, Cuba District Office Manager

**Others Present:**

Joseph Yar, JMEC General Counsel and Utility Counsel  
Shawna Tillberg, Paralegal

**4. REMARKS FROM JMEC MEMBERS** - None were presented

**5. CONSENT AGENDA**

- a. **Approval of Agenda**
- b. **Approval of the July 18, 2023 Special Board Meeting Minutes**
- c. **Approval of the August 25, 2023 Regular Board Meeting Minutes**
- c. **Approval of the August 2023 Member List**

Mr. Hastings explained that there were three changes to the Agenda. The time is listed as 9:00 a.m. the actual time of the meeting is at 10:00 a.m. The second is under #7 vi. CoBank Resolution is actually RUS Resolution. The third is under # 7 ix. Other matters will be the RTD EV Rate.

**ACTION:** Mr. Bustos moved to approve the Consent Agenda. Ms. Martinez seconded and the Motion passed without opposition.

GM Hastings let the Board of Trustees know that the Membership List will need to continue being approved monthly, the provision did not change in the Bylaws during the Annual Meeting.

**6. OTHER REPORTS**

**a. President's Report**

President Trujillo explained that October, November, and December are very busy for the JMEC staff. Mr. Hastings and the staff will be preparing a 2024 budget and working on the RUS 4-year work plan. Mr. Hastings will be sending the budget to the Board in a draft format. Mr. Hastings explained that a budget meeting is scheduled for December 15, 2023 to review and approve the budget for 2024. Mr. Hastings will have a draft budget out to the Board by Thanksgiving, so they are able to review the budget and ask questions at the December 15 meeting. Mr. Hastings also let the Board know the November Board Meeting will be on December 1<sup>st</sup>. Mr. Trujillo mentioned that the December 15<sup>th</sup> meeting might have to get shifted due to NRECA Winter School which is around the same time. Ms. Trujillo Archuleta will find out the dates and let Mr. Trujillo know if the date of the Budget Meeting will need to be shifted.

**b. Statewide Report**

Mr. Bustos reported that Statewide is working on the new PRC rule. Statewide is also working on legislation relating to pole attachments which will affect the internet business as well. Mr. Bustos also let the Board know that Lonnie Tucker from Tri-State has joined the Statewide team as the Member Relations Manager. Mr. Bustos also explained that Cherise at Statewide has been struggling to find employees since the departure of Mr. Ed Rougemont. Mr. Hastings said that a man named Jay would be assuming Lonnie's duties at Tri-State.

Mr. Yar asked Mr. Bustos if there has been any discussion at Statewide on the rule making concerning the rule making procedure at the PRC. Mr. Bustos explained that

there hadn't been any discussion. Ms. Martinez asked what projects are being worked on that will require more employees. Mr. Bustos said he will find out the information. Mr. Velarde asked how many employees were lacking and Mr. Bustos said they were short two employees. Mr. Bustos said a rate hike for the Co-ops might be necessary for budgetary issues. Ms. Trujillo Archuleta asked who would be doing the legislative work, Mr. Bustos explained that Charise and a lobbyist will be doing the work around the legislative session. Ms. Trujillo Archuleta offered to assist Statewide in any legislative work.

**c. Tri-State Report**

Mr. Coriz reported that he had attended his first Tri-State Meeting. At the Meeting they discussed the Adams County litigation with United Power against Tri-State. They also worked on the three non-utility members that will allow Tri-State to seek FERC jurisdiction. This case will not be heard in Colorado and it will go to the Federal level, which is probably in Tr-State's favor since Colorado is very liberal. They also talked about the internal audit report. Since Mr. Coriz is new, he still learning about Tri-State's Policies. There is also litigation with United Power and Tri-State regarding the total buyout program. It is pending and yet to be determined. Mr. Coriz hopes to use the resources that Tri-State has to offer to help JMEC's communication efforts.

**7. CEO AND GENERAL MANAGER'S UPDATE – Discussion and Action**

**a. Miscellaneous Matters**

Before Mr. Hastings got started on miscellaneous matters, he passed out a compensation sheet on his current position. At this time, Mr. Hastings announced his retirement, and his last day will be December 15, 2023 which will be the Budget Board Meeting. Mr. Hastings explained that he has worked on succession planning. Mr. Hastings thanked the Board, the Staff, and the Members for allowing him to serve JMEC. The Board of Directors then individually thanked Mr. Hastings for his service.

Mr. Hastings explained that salaries have increased tremendously for the CEO/GM position; the sheet he handed out was from NRECA and salaries were reflected on the sheet. Mr. Trujillo said that in order to attract the best talent we would need to adjust the compensation. Mr. Roybal suggested that we retain Mr. Hastings as a consultant to assist the new manager in ongoing projects. Mr. Trujillo will be putting together a CEO Search Committee to start advertising the position.

**i. Report on State Broadband Grant-Wave 2**

GM Hastings said that JMEC recently held a celebration for the Wave 2 grant that JMEC recently received from the Office of Broadband Access and Expansion. Mr. Hastings said Tomas has worked extremely hard to secure the grant. Mr. Hastings stated that Windstream is willing to work with JMI since the grant was announced. Ms. Maestas-Muller stated that JMEC needed to do a better job communicating to our members about how the grant will work and where it will work. Members are confused where the

funding is coming from. She suggested a FAQ page on the grant funding. Mr. Velarde then asked if JMI had a roll out date, Mr. Hastings stated that he is hoping to get started as soon as RUS approves the 4-year work plan to receive Broadband funding from CoBank. Mr. Hastings also stated that he does not feel comfortable ordering fiber and other materials until the 4-year work plan has been approved in order to receive CoBank funding.

#### **ii. Report on Grid Resiliency Grants – Pueblos**

Mr. Hastings reported that there was a grant available to the area Pueblos and nations to help them with electric grid resiliency and utility infrastructure. Mr. Hastings has been in contact with all of the tribes and nations in the JMEC service area. He explained that JMEC has helped Ohkay Owingeh, Pojoaque and San Ildefonso on their grant applications. JMEC has not heard from Nambe Pueblo. Mr. Hastings explained the grants were small and it required a lot of staff time.

#### **iii. Report on Status of Other Grants**

GM Hastings reported that we have applied for a New Era grant and that would assist in the Tri-State buyout which would help reduce JMEC's carbon footprint. The grant is a longshot; Tri-State is also applying for the grant to assist them with debt they incurred when they closed their coal plants. JMEC also applied for a PACE grant that would allow JMEC to build a 20-megawatt solar project. The project would provide a 40% grant for the project, that would roughly result in a 10% rate reduction for JMEC's members. The rate would be in conjunction with Tri-State and would be located near the Hernandez substation. Mr. Coriz explained that he had run into Senator Ben Ray Lujan, and the Senator had offered his services in anything JMEC may need. Mr. Coriz recommended that JMEC ask Senator Lujan to assist us with the PACE grant.

#### **iv. Ohkay Owingeh Broadband Right of Way Discussion**

Mr. Hastings explained that JMEC will need to have Ohkay Owingeh sign easements to install fiber. Mr. Hastings will be scheduling a meeting with Governor Phillips and Ron Lovato to discuss the needed easements. Mr. Trujillo suggested discussing a set easement cost.

#### **v. Tesuque Peak/Ski Basin Line Update**

Mr. Hastings reported that all permits have been obtained and 4G has started work on the project. Mr. Hastings is hoping that the snow will not obstruct work in the higher elevations. 4G has already started work in the higher elevations. The Forest Service gave permission for 4G to start work and then soon stopped the work to do an archaeological and endangered species study. 4G rented 3 tracked vehicles to do the work and the vehicles are not being used due to the pause in work. Mr. Hastings and Karen met with 4G and agreed to the following orally; JMEC would not pay for any of the equipment that is being staged, but we would help with the rent on the 3 tracked vehicles because 4G rented them from out of state. JMEC agreed to extend the project if the snow slowed them down. Mr. Hastings also agreed to let 4G help with CapEx projects on the West

Side where non-tracked the equipment could be used. Mr. Velarde asked if it was 50-50 cost, Mr. Hastings said JMEC will be paying for about one month's rent on the 3 tracked vehicles.

**vi. RUS Resolution**

Mr. Hastings explained that the Federal Financing Bank required JMEC to have the RUS Resolution signed by the Board. Mr. Cordova moved to approve the RUS Resolution; the Motion was seconded by Ms. Martinez. The Motion passed unanimously.

**vii. FEMA Reimbursement Denial - Cerro Pelado Fire- Appeal Resolution**

Mr. Hastings explained next that FEMA has denied JMEC's claim on the Cerro Pelado Fire and we were responsible for \$3.4 million. We have retained a small law firm to represent JMEC on the appeal process. Mr. Roybal made the Motion to approve the FEMA Appeal Resolution; the motion was seconded by Ms. Marissa Maestas-Muller. The Motion passed unanimously. Mr. Vigil asked if we should consider getting the congressional delegation involved. Mr. Hastings said we should wait until we see what the law firm could do on the appeal.

**viii. Bank Resolution (s)- New Signatories**

Mr. Hastings explained that since the Board has reorganized, and because Ms. Martinez is the new Secretary and Mr. Roybal is the new Assistant Secretary/Treasurer JMEC needs to get a Bank Resolution listing them as bank signatories. Mr. Cordova made the Motion to approve the Bank Resolution, Mr. Velarde seconded the Motion. The Motion passed unanimously.

**ix. RTD Rate - EV Charging Purposed Tariff**

Mr. Hastings then explained the new rate to assist the Regional Transportation District with charging their blue buses. JMEC installed a large 500 kv pad mount transformer behind their building. The rate is a commercial rate; it is a special rate for them because they will be charging off peak. They will not be charging during Tri-State's peak hours. Tri-State has created new rates and is shaving off an hour of their peak hours. The new Tri-State rates will be reflected once they are approved by the FERC. Mr. Yar has looked at the rates and has redlined them on the sheet that was passed out. It contains an energy charge, a demand charge, and a facility charge. It is pretty straight forward, and it will need to be filed with the PRC. The Motion was made by Mr. Bustos to approve the EV Charging Purposed Tariff; the Motion as seconded by Mr. Velarde. The Motion passed unanimously.

**b. Business Services and Finance**

**i. August 2023 Financial Reports**

GM Hastings reviewed the financials for August 2023. He explained that August was a very interesting month. The month was interesting because the previous month JMEC

had a 22% line loss, JMEC was only averaging a 4-5% line loss in the months past. Mr. Hastings reminded the Board that he had explained the previous month there were a lot of meters that did not get read and they were estimated. July was a very hot month; the members' usage was actually higher than we estimated. This created an anomaly where we had way too much line loss. So a decision was made to move about \$500,000 off to the side (unbilled revenue) to make an adjustment this month. The August financials arrived from Tri-State, and we had a 4% line loss for the month of August, Mr. Hastings was certain that the line loss would be at about -9% to counter for the high line loss in July. JMEC decided not to stick the \$500,000 into the August financials. We will need to account for the loss before the end of the year.

Mr. Hastings then explained that according to the Statement of Operations approximately \$47,499.00 was lost for the month of August. He was disappointed that we didn't make money in the month of August. He also mentioned that August wasn't very hot. Mr. Hastings then spoke about the Cost of Purchase Power. He explained that we are almost near budget in this area. He also explained that we have made almost \$1.9 million in additional revenue year to date in 2023, but our expenses are still high. The expenses are \$1.4 million higher than budgeted for. Mr. Vigil asked why the forecast was not matching up considering July was a very hot month. Mr. Hastings said it was a number of things. One was that we were not capitalizing plant expenditures as much as we should. He said that we are currently working on the process of capitalizing items. Ms. Wisdom and our consulting firm is working on the work order process to correct the issue as well. Finally, Mr. Hastings noted that many meters were still being estimated and that this added to the issue as well.

## **ii. Finance Committee Meeting**

Mrs. McCoy, Finance Committee Chair, said that the Committee met September 28, 2023 with a quorum.

### **a. August 2023 General Fund Expenditures**

**ACTION:** For informational purposes, Mrs. McCoy moved to approve the August 2023 JMEC general fund expenditures list. Ms. Martinez seconded. The Motion passed by unanimous voice vote.

### **b. August 2023 Staff Credit Cards**

**ACTION:** Mrs. McCoy moved to approve the August 2023 staff credit card charges. Mr. Bustos seconded. The Motion passed by unanimous voice vote.

### **c. August 2023 Attorney Expenses**

**ACTION:** Mrs. McCoy moved to approve the August 2023 attorney expenses. Ms. Martinez seconded. The Motion passed by unanimous voice vote.

Under discussion, Ms. Martinez asked whether the election resolution was very different than the year before. Mr. Hastings explained that Mr. Yar billed all election work under

the election resolution. Mr. Hastings noted that any election should have gone under election work and not under election resolution.

**d. August 2023 Consulting Expenses**

**ACTION:** Mrs. McCoy moved to approve the August 2023 consulting expenses. Mr. Velarde seconded. The Motion passed by unanimous voice vote.

**e. August 2023 Trustee Reimbursement Vouchers**

**ACTION:** Mrs. McCoy moved to approve the August 2023 trustee reimbursement vouchers. Mr. Bustos seconded and the Motion passed by unanimous voice vote.

**f. Donations**

**1. CoBank Sharing Success Charitable Match 2023**

Mrs. McCoy said Ms. Trujillo Archuleta has received three checks from CoBank for the Sharing Success program and had received the appropriate paperwork from the La Cueva Volunteer Fire Department and the application was submitted before the deadline. The donations are as follows: San Martin de Porres Soup Kitchen \$8,000, Barrios Unidos \$4,000, Las Cumbres Development Center \$4,000 and La Cueva Volunteer Fire Department \$4,000. Ms. Trujillo Archuleta will be contacting the different organizations to the October Board Meeting to receive their awards.

**2. Tree Trimming RFP**

Mrs. McCoy said the Finance Committee was given the bids that were opened during the Vegetation Management Committee Meeting for the Nambe Circuit. The following bids were submitted: Asplundh Tree Services for \$422,325.70 with a completion date of 25 weeks and Family Tree Services for \$391,761.00 with a completion date of 41 weeks. It was the recommendation of the Vegetation Management Committee to award the contract to Asplundh Tree Services; it is recognized Asplundh Tree Services is more expensive, but is able to complete the job in almost half the time.

**ACTION:** Mrs. McCoy moved to approve the bid of \$422,325.70 to Asplundh Tree Services. Mr. Cordova seconded, and the Motion passed by unanimous voice vote.

**8. EXECUTIVE SESSION**

- a. Legal Matters**
- b. Personnel Matters**

Mr. Cordova moved to go into executive session to discuss legal and personnel matters. His motion was seconded by Mr. Roybal and passed by unanimous voice vote.

[The Board met in executive session at 11:57 a.m. to 12:26 p.m.]

Ms. Maestas-Muller moved to exit Executive Session at 12:26 p.m. Ms. Martinez seconded the Motion and the Motion passed unanimously. President Trujillo was absent for the remainder of the Meeting.

## **9. Committee Reports**

### **a. Communication Committee Report**

Ms. Martinez said that The JMEC Communications Committee met on Tuesday, September 12, 2023, at 9:00 a.m. All Committee members were able to participate. It was the first meeting for some of the Committee Members. The Meeting started out by defining the roles and the purpose of the Communications Committee. The Committee also discussed the workflow that it would like to follow regarding the “enchantment” magazine. Katelyn Duran was picked as the JMEC Spotlight Award recipient; she will be featured in the November issue of “enchantment” magazine. The “enchantment” magazine will now feature seven pages. The articles that were discussed for the May issue are: the cover will feature the NRECA Youth Tour, there will also have an article about the youth tour, A JMEC “Know Your Neighbor” article, Energy Tips, an article on one of the Board Members and the Employee in the Spotlight. The Committee discussed the need to update the website. The Committee would like a simpler user-friendly website. The Committee will be working with Sturges/Word on the redesign of the website. The Committee also discussed how they would like to utilize the Communications Committee to advertise information on projects that we have going on at the Co-op. These things would include the coloring contest, the Jr. Board of Trustees, the NRECA Youth Tour and the Foundation Scholarship Program.

### **b. Annual Planning Committee Report**

Mr. Vigil said that the JMEC Annual Planning Committee met on Monday, September 18, 2023 at 10:00 a.m. All Committee members were able to participate. The Committee discussed the 75<sup>th</sup> Annual Meeting as a whole. The Committee discussed what went well and what could be improved. The Committee was very satisfied with the quality and service that Rudy’s BBQ provided. Rudy’s BBQ was able to serve almost 2,000 people in a short amount of time. The Committee was also very happy with the entertainment that Severo y Grupo Fuego provided; Severo is also a JMEC member. The Committee was also pleased with the pavement job that was done.

The Committee also discussed how JMEC could improve efficiency in different areas. The Committee talked about moving the registration shelter to be side by side so that it does not create a clog at the entrance. The Committee also talked about reducing the number of giveaways to only give away one ATV and one TV to reduce the costs for next year. JMEC would still offer larger door prizes within the budget. The Committee also discussed how JMEC could reduce the budget for employee costs, since it accounted for a large portion of the budget. The Committee would also like to improve the sound system and see about getting WIFI for the day so that KDCE can do a live remote.



The Committee is planning on having an open house to celebrate the 75<sup>th</sup> Anniversary on October 27, 2023, after the board meeting from 2:00 p.m. to 4:00 p.m. The Committee also discussed having a trunk or treat for kids in the parking lot during the open house. October is also Cooperative Month, so it is the perfect month to hold the celebration. The Committee also discussed producing a 75<sup>th</sup> Anniversary booklet for commemoration of the 75<sup>th</sup> Anniversary.

### c. School Committee Report

Ms. Maestas-Muller said that the JMEC School Committee met on Tuesday, September 5, 2023, at 9:00 a.m. All Committee members were able to participate. It was the first meeting for some of the Committee members; the Committee briefed the new members on activities that had previously been administered.

The Committee decided that it would be planning for the following activities: the NMRECA Youth Tour, 2024 JMEC Spelling Bee, JMEC Junior Board of Trustees, JMEC/NMRECA Coloring Contest and JME Foundation Scholarship.

The Committee decided to update the procedure to allow Juniors and Seniors in high school to apply for the trip to Washington, DC. It was the consensus of the Committee to update Procedure 106P and send it to the Policy Committee for approval. Applications will be made available the first week of November and will be due the first week in January. At this time the Committee also decided to send 6 students on the NRECA Youth Tour. (Mr. Trujillo was absent during the voting.)

**ACTION:** Ms. Maestas-Muller moved to approve 6 students to attend the NMRECA Youth Tour in Washington, DC in June of 2024, Mr. Coriz seconded the Motion and it passed unanimously. (Mr. Trujillo was absent during the voting.)

### d. Policy Committee Report

Ms. Martinez said the JMEC Policy Committee met on Tuesday, September 26, 2023, at 10:00 a.m. All Committee members were able to participate. The Committee reviewed the suggested changes recommended by the School Committee to JMEC School Committee Procedure 106P. Language was added to the Procedure summarizing JMEC's planned participation through the NMRECA in the NRECA Youth to Washington Tour. After discussion, the Policy Committee voted unanimously to recommend the School Committee Procedure 106P modifications to the JMEC Board of Trustees.

**ACTION:** Ms. Martinez moved to approve Procedure 106P; Mr. Cordova seconded the Motion and it passed unanimously. (Mr. Trujillo was absent during the voting.)

The Committee then reviewed a suggested change to Policy 112 – Compensation and/or Expense Reimbursement Policy. New language was proposed to the very end of the current Policy 112. This new language reads as follows: In those cases where a JMEC employee uses a JMEC Company credit card to pay for a Trustee's meal, the cost of said meal shall

be deducted from the Trustee's per diem allowance. This rule also applies to meal costs of a Trustee's guest(s). After discussion, the Policy Committee voted unanimously to recommend this change to Policy 112 to the JMEC Board of Trustees.

**ACTION:** Ms. Martinez made the Motion to approve the modification to Policy 112 as presented, Ms. Maestas-Muller seconded the Motion and it passed unanimously. (Mr. Trujillo was absent during the voting.)

The Committee then reviewed suggested changes to JMEC Policy 125 – Employee Political Activities in Membership Elections. The Committee made two primary substantive changes to Policy 125: That current employees could not run for the JMEC Board of Trustees; and That violations of the Policy would be handled through the JMEC management guidelines involving progressive discipline instead of immediate dismissal. After discussion, the Policy Committee voted unanimously to recommend approval of these changes to Policy 125 to the JMEC Board of Trustees.

**ACTION:** A Motion was made by Ms. Martinez that was seconded by Mr. Velarde and carried unanimously to approve the two changes to Policy 125. (Mr. Trujillo was absent during the voting.)

The Committee then reviewed a new Policy dealing with Trustee participation in Committee and Board meetings electronically. This new draft Policy is being provided to all of you for consideration. The Policy Committee will consider additional changes to the new Policy, if any, at the next JMEC Policy Committee meeting.

The Committee will also be working on a number of other Policies. These include: Whistleblower Policy, Policy 145 – Election Policy (tabled), New Policy – Serving on Other Co-op Related Boards (tabled), Policy 108 – Agenda and Minutes for Regular and Special Board Meetings (tabled), Additional modifications to the Credit Card Policy per changes made to Policy 112, A new Policy on electing Board Officers, An update to the JME Foundation Policies, and Broadband related Policies.

Ms. Martinez encouraged Board members to let her know of any new Policy ideas they might have as well as any modifications needed to existing JMEC Policies.

#### **e. Broadband Committee Report**

Mr. Coriz said that The JMEC Broadband Committee met on Tuesday, September 26. All Committee members were able to participate. Also participating in the Committee meeting were Tomas Barela, Michael Hastings, Dennis Astley, Deborah Madrid and Tina Trujillo Archuleta.

The Committee spent a good deal of time with updates on grant opportunities that are coming up as well as the New Mexico Wave 2 grant JMI recently received. GM Hastings also covered the Pueblo grants for Broadband.

Mr. Barela covered competitive issues including Kit Carson, Windstream, CommNet and several Pueblos' internet plans. Mr. Barela also went into some detail regarding his work with Kit Carson and the MOU being developed to address issues between the two co-ops including the ReConnect3 area from Abiquiu to Gallina.

The Committee also reviewed the RFP results regarding cement pad design, electric infrastructure and internet connection design for two head-end huts to be placed at the Hernandez headquarters and at the JMEC Cuba campus. Unfortunately, JMI was only able to secure one bid from Walker/Canova Engineering in the amount of \$21,493.75. The Committee discussed this and voted to move forward with a recommendation to the full Board to move forward with this project.

**ACTION:** A Motion was made by Mr. Coriz, seconded by Ms. Martinez that JMI proceed with this design engineering work in the amount of \$21,493.75. The Motion carried unanimously.

GM Hastings also discussed the current JMEC and JMI financing situation with CoBank. Unfortunately, JMEC has to wait for the RUS to provide a lien accommodation to JMEC once the RUS has accepted the JMEC 4-year workplan as final. JMEC staff still hopes to start stringing fiber in October 2023, but this will depend entirely on the RUS. This is the highest priority for JMEC staff at the present time.

Mr. Coriz also emphasized the importance of communicating better with the JMEC members on the Broadband program and to be more proactive in this area.

#### **f. Vegetation Committee Report**

Mr. Cordova said that the Vegetation Management Committee met on Tuesday, September 26, 2023, at 1:30 p.m. All Committee members were able to participate. Mr. Lenny Ortiz explained that he held a pre-bid meeting on September 19, 2023 to explain the work needed and the terms of the contract. Davy Tree, Family Tree Services and Asplundh Tree Services attended the pre-bid meeting in person. Innovation Tree Services, Tree's LLC, Windy Tree Company and Right Tree Services attended the meeting virtually. Right Tree Services later sent an email declining to bid on the job. Asplundh Tree Services and Family Tree Services were the only two to submit official bids.

Mr. Ortiz opened the bids, and they were as followed:  
 Asplundh Tree Services: \$422,325.70 with a completion time of 25 weeks.  
 Family Tree Services: \$391,761.00 with a completion time of 48 weeks.

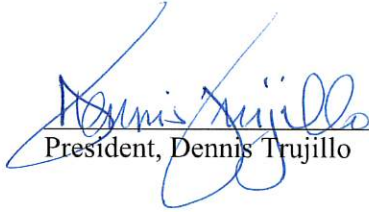
It was recognized that Asplundh Tree Services were more expensive than Family Tree Services, but they would be able to get the job completed in almost half the time. By consensus the Committee recommended to go with Asplundh Tree Services.

## **10. NEW BUSINESS**

**11. ADJOURN**

Having completed the Agenda and with no further business to come before the Board, Vice-President Bustos adjourned this meeting at 2:25 p.m.

APPROVED:

  
\_\_\_\_\_  
President, Dennis Trujillo

  
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Secretary, Marcelina Martinez

