

**COMMONWEALTH OF VIRGINIA  
VIRGINIA PUBLIC BUILDING AUTHORITY  
Board of Directors Meeting  
March 13, 2018**

3:00 p.m.

3rd Floor Conference Room (Treasury Board Conference Room)  
James Monroe Building  
101 North 14<sup>th</sup> Street  
Richmond, Virginia

**Members Present:** Suzanne S. Long, Chairman  
Carolyn L. Bishop  
Sarah B. Williams  
David A. Von Moll

**Members Absent:** Manju S. Ganeriwala  
John A. Mahone  
Kevin M. O'Neill

<b>Others Present:</b>	Janet Aylor	Department of Treasury
	Bradley L. Jones	Department of Treasury
	Sherwanda Cawthorn	Department of Treasury
	Jay Mahone	Department of Treasury
	David Swynford	Department of Treasury
	Nathan Conquest	Department of Treasury
	Eric Ballou	Christian & Barton, LLP
	Peyton Stroud	Christian & Barton, LLP
	Rich Lopatin	Acacia Financial Group, Inc.
	Don Ferguson	Office of the Attorney General

**CALL TO ORDER**

With a quorum present, Ms. Long, the Chairman, called the meeting to order at 3:01p.m.

**APPROVAL OF AGENDA**

Chairman Long asked if there were any changes requested to the planned Agenda. Hearing none, she asked for a motion to approve the Agenda as presented. Ms. Bishop made a motion to approve the Agenda as presented. Ms. Williams seconded the motion with unanimous approval by the Board. (Attachment A)

## **PUBLIC COMMENT**

The Chairman invited the public to address the Board with any public comment. Mr. Jones introduced Mr. Nathan Conquest, a Management Fellow under the new Virginia Management Fellows Program. Mr. Conquest will have a 24-month fellowship consisting of three 8-month rotations at different agencies. He will be working with Treasury through September 2018. No other public comment was made.

## **APPROVAL OF MINUTES**

Chairman Long asked if there were any changes or additions to the November 21, 2017 meeting minutes. Hearing none, she asked for a motion to approve the November 21, 2017 meeting minutes. Ms. Bishop made a motion to approve the minutes as presented. Mr. Von Moll seconded the motion with unanimous approval by the Board. (Attachment B)

## **CONSIDERATION OF RESOLUTION AUTHORIZING VPBA SERIES 2018 BONDS**

Chairman Long asked Mr. Jones to review the information for the proposed Series 2018A and B Bonds (the “Bonds”) (Exhibit 1).

Prior to reviewing the information for the proposed Bonds, Mr. Jones made comments regarding the debt capacity for the Commonwealth, stating the new debt capacity amount provided at the December 2017 Debt Capacity Advisory Committee meeting was \$580 million a year. He noted the amount proposed for the 2018 VPBA Series A and B bond issues will not take from the \$580 million a year in additional capacity, but rather it is already included in the model as part of authorized and unissued debt. He noted the Commonwealth had approximately \$5 billion of authorized and unissued debt as of June 30, 2017, of which \$1.4 billion was for VPBA. Chairman Long thanked Mr. Jones for making the Board aware of this item and expressed appreciation for his work.

Mr. Jones presented the Preliminary Financing Summary for the issuance of a Series 2018A Public Facilities Revenue Bond issue totaling \$170,140,000 and a Series 2018B Public Facilities Revenue Bond (Taxable) issue totaling \$17,685,000. The 2018A bonds will finance new projects and continue to finance existing state projects and local reimbursements. The 2018B bonds are anticipated to be used for construction of a Commonwealth Center for Advanced Manufacturing, continued construction of projects at Fort Monroe Authority and projects for Military Affairs.

During his review of the bond structure, payment dates and optional call provisions, Mr. Jones emphasized that the Authority would look at the best coupon and call options for the Bonds. He then introduced Rich Lopatin of Acacia Financial Group, Inc., the Financial Advisor. Mr. Lopatin made comments regarding the new market environment post tax reform and said he would be working closely with Mr. Jones to seek the best options for the Authority.

Mr. Jones continued his review of the Preliminary Financing Summary. A competitive sale is scheduled for April 17, 2018 with a closing date on or about May 8, 2018. The estimated true interest cost (“TIC”) as of March 2, 2018 is 3.25% for 2018A and 3.69% for 2018B. The expected

ratings are AA+, Aa1, and AA+ from Fitch Ratings, Moody's Investors Service and S&P Global Ratings.

Mr. Jones proceeded to review the financing documents including, the Preliminary Official Statement, Notices of Sale, Continuing Disclosure Agreement, Thirty-Sixth Supplemental Indenture of Trust, Bond Purchase Agreement, Facilities Agreement and Amendment to Facilities Agreement.

During a discussion, Chairman Long asked what criteria goes into the Authority's decision in having a competitive versus a negotiated sale given the current market environment. Mr. Lopatin responded that the decision on the type of sale is based on the credit or the flexibility in structure of bonds. He continued that given VPBA's high credit rating and the Bonds being a new money issue, a competitive sale is appropriate.

Eric Ballou, Authority bond counsel representing Christian & Barton, reviewed the Resolution. (Attachment C) After Mr. Ballou's review of the Resolution, Chairman Long asked for a motion to approve the Resolution authorizing the issuance, sale and award of VPBA's 2018A and B Bonds. Ms. Williams made the motion to approve the Resolution. Ms. Bishop seconded the motion with unanimous approval from the Board. (Attachment D)

## **OTHER BUSINESS**

Ms. Cawthorn presented the Final Financing Summary (Exhibit 2) of the VPBA's Series 2017A Bonds. Prior to reviewing the summary, Ms. Cawthorn reminded the Board that due to expected elimination of advance refundings in proposed tax reform legislation, the Authority, with the Board's approval, moved forward with a negotiated advanced refunding to achieve debt service savings.

The Series 2017A Bonds had a final par amount of \$145,325,000, priced in a negotiated sale on December 5, 2017 and had a closing date of December 14, 2017. The 2017A Bonds refunded certain maturities of the Authority's outstanding 2011A, 2013A, and 2014A bonds and paid costs of issuance.

The 2017A Bonds had an All-in TIC of 2.50%. The Authority received ratings of AA+, Aa1, AA+ from Fitch Ratings, Moody's Investors Service, and S&P Global Ratings.

The Senior Managing Underwriter for the bond issue was Raymond James & Associates. Co-managing underwriters were Fidelity Capital Markets, Loop Capital Markets and Seibert Cisneros Shank & Co. LLC.

Ms. Cawthorn stated the net present value ("NPV") savings totaled \$11,287,545 or 7.27%. The total Costs of Issuance was \$286,828, a decrease from the estimated \$312,000 in the Preliminary Financing Summary.

Mr. Jones gave comments regarding the Commonwealth's refunding bond issuances in December 2017. He noted there were four refunding issuances, which included issuances by the Commonwealth Transportation Board of its Capital Projects Revenue Program and its Federal

Transportation and Anticipation Revenue Bonds Program, the VPBA and the Virginia College Building Authority. He also noted these issuances refunded a par amount of \$1.7 billion and resulted in NPV savings of \$120,000,000 for the Commonwealth, of which \$100,000,000 was for tax-supported debt.

Chairman Long asked if there was any other business to come before the Board. No other business was brought before the Board.

### **ADJOURNMENT**

The Chairman then announced the adjournment of the meeting.  
The meeting adjourned at 3:24 pm.

Respectfully submitted,  
Bradley L. Jones  
Assistant Secretary/Treasurer #2

Exhibits may be obtained by contacting the Department of Treasury at (804) 225-2142.

**VIRGINIA PUBLIC BUILDING AUTHORITY  
BOARD MEETING – MARCH 13, 2018**

**MOTION TO APPROVE MARCH 13, 2018 MEETING AGENDA**

I move to approve the Agenda as presented.

Motion: Ms. Bishop

Second: Ms. Williams

Approval (Yes/No): Yes

Yeas: Unanimous

Nays:

**VIRGINIA PUBLIC BUILDING AUTHORITY  
BOARD MEETING – MARCH 13, 2018**

**MOTION TO APPROVE NOVEMBER 21, 2017 BOARD MINUTES**

I move to approve the Minutes of the November 21, 2017 Board Meeting as presented.

Motion: Ms. Bishop

Second: Mr. Von Moll

Approval (Yes/No): Yes

Yeas: Unanimous

Nays:

**RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND  
AWARD OF PUBLIC FACILITIES REVENUE BONDS BY  
THE VIRGINIA PUBLIC BUILDING AUTHORITY**

**WHEREAS**, the Virginia Public Building Authority Act of 1981, Article 6, Chapter 22, Title 2.2, Code of Virginia of 1950, as amended (the “Act”), among other things, empowers the Virginia Public Building Authority (the “Authority”) to issue revenue bonds and refunding bonds to finance and refinance the acquisition, construction, improvement, furnishing and equipping of various public facilities for use by the Commonwealth of Virginia (the “Commonwealth”) and its agencies and to finance the Commonwealth’s payment of the costs of certain capital projects made pursuant to applicable Virginia law (together, the “Projects”) and to pay the costs of issuance of such bonds;

**WHEREAS**, the Authority has entered into (a) a Master Indenture of Trust, dated as of April 15, 1997 (as amended and supplemented from time to time, the “Master Indenture”), with Signet Trust Company (predecessor in interest to The Bank of New York Mellon and The Bank of New York Mellon Trust Company, N.A.) as trustee (the “Trustee”), providing for the issuance from time to time of the Authority’s Public Facilities Revenue Bonds, and (b) a Payment Agreement, dated as of April 15, 1997, with the Treasury Board of the Commonwealth (the “Treasury Board”) providing for certain amounts appropriated by the General Assembly in its discretion to be paid to the Authority to make payments of debt service on bonds issued under the Master Indenture;

**WHEREAS**, in furtherance of the purposes of the Act, the Authority has determined to issue under the Master Indenture its Public Facilities Revenue Bonds, in one or more series or sub-series with appropriate year and series designations as provided herein, which series may be issued, as federally tax-exempt or taxable bonds, as applicable (the “Bonds”), to (a) finance the acquisition, construction, improvement, rehabilitation, furnishing and equipping of various public facilities for use by the Commonwealth and its agencies, (b) finance the Commonwealth’s payment of the costs of certain grants and of regional and local jail and juvenile detention facility projects, and (c) pay costs of issuance of the Bonds;

**WHEREAS**, a determination will be made closer to the time or times the Authority enters the market with the Bonds whether to offer and sell such bonds pursuant to a competitive bidding process or a negotiated underwriting or a combination of both, based on then-existing capital market or other economic and financial conditions and considering the advice of Acacia Financial Group, Inc., as financial advisor to the Authority (the “Financial Advisor”);

**WHEREAS**, there have been presented to the Authority at this meeting and filed with its records drafts of the following documents:

- (a) Preliminary Official Statement, to be dated the date of its distribution (the “Preliminary Official Statement” and which may include one or more Preliminary Official Statements if the Authority determines to offer Bonds at different times in different offerings), with respect to the offering of the Bonds, describing, among other things, the Bonds, the

security therefor, the Authority and the Projects anticipated to initially be financed with the Bonds;

(b) Notices of Sale for the Bonds, to be dated the date of the Preliminary Official Statement (the “Notices of Sale”), to be used for a competitive sale of all or any portion of the Bonds, setting forth the structure and terms of the sale of the Bonds and of the award by the Authority through a competitive bidding process;

(c) Bond Purchase Agreement, to be dated the date of its execution and delivery (the “Bond Purchase Agreement”), between the Authority and the Underwriters (as defined below), to be used in the event of a negotiated sale of all or any portion of the Bonds as provided in this Resolution, setting forth the structure and terms of a negotiated sale of the Bonds;

(d) Thirty-Sixth Supplemental Indenture of Trust, to be dated the date determined by the State Treasurer (the “Thirty-Sixth Supplemental Indenture”), between the Authority and the Trustee, including the form of Bonds as an exhibit, authorizing the issuance of the Bonds in one or more series and providing for the security therefor, pursuant to the terms of the Master Indenture, and containing the Projects anticipated to be financed with the proceeds of the Bonds;

(e) Continuing Disclosure Agreement in connection with the issuance of the Bonds (the “Continuing Disclosure Agreement”) for the purpose of providing certain information for the benefit of holders of such Bonds; and

(f) The forms of Facilities Agreement and Amendment to Facilities Agreement with respect to the Projects or managing agents already parties to prior facilities agreements (together, such facilities agreements and amendments, as applicable, the “Facilities Agreements”), providing for certain matters regarding the operation and use of such projects; provided, however, that the departments, agencies and institutions of the Commonwealth amending a Facilities Agreement will be those acting as managing agents with respect to applicable Projects or prior Authority projects.

**NOW, THEREFORE, BE IT RESOLVED BY THE VIRGINIA PUBLIC BUILDING AUTHORITY THAT:**

**1. Preliminary Official Statement.** The Preliminary Official Statement, in substantially the form presented at this meeting with such completions, omissions, additions and changes as shall be approved by the State Treasurer (the Secretary/Treasurer of the Authority) or her staff in connection with each offering and sale of the Bonds, including without limitation issuance of a series of Bonds as federally taxable, the interest on which will be includable in gross income of the holders thereof for federal income tax purposes, and the financing of the Projects, is approved and the distribution thereof is authorized, including any such completions, omissions, additions and changes as shall be necessary or appropriate in connection with either a negotiated or competitive sale(s) of the Bonds and in one or more series or sub-series and from time to time, all as further described below. The Authority authorizes the State Treasurer, or such other officer of the Authority as the State Treasurer may designate, to deem the Preliminary Official Statement final as of its date

or dates for purposes of Securities and Exchange Commission Rule 15c2-12 (the “Rule”), and distribution of the Preliminary Official Statement shall constitute conclusive evidence that it has been deemed final as of its date, except for the omission of such pricing and other information as permitted by the Rule.

**2. Determination of Manner of Sale.** Depending on market and other economic and financial conditions, the Authority may sell all or any portion of the Bonds through a negotiated sale, a competitive sale or a combination of both. The Authority hereby delegates to the State Treasurer, or such other officer of the Authority as the State Treasurer may designate, with respect to the Bonds, the power to determine the manner of sale, as will best effect the provisions of the Act and this Resolution, and to select any underwriters, including syndicate members, for such Bonds (the “Underwriters”) through a competitive process of her choosing. In connection therewith, the State Treasurer, or such other officer of the Authority as the State Treasurer may designate, may provide for the sale of the Bonds in one or more series or sub-series from time to time with differing senior book-running Underwriters or by competitive sale for each such series or sub-series and different or multiple offering or purchase documents if necessary, desirable or in connection with the issuance of the Bonds, if in her sole discretion market conditions and other conditions so warrant.

**3. Notices of Sale.** If all or any portion of the Bonds are to be sold through a competitive sale, the Notices of Sale in substantially the form presented at this meeting, with such completions, omissions, additions and changes as shall be approved by the State Treasurer or her staff in connection with the offering and sale of the Bonds, including the receipt of bids electronically, is approved and the distribution and advertisement thereof is authorized.

**4. Issuance and Sale of the Bonds.** Pursuant to the Act, the Authority authorizes the issuance of the Bonds in one or more series in accordance with the Master Indenture and the Thirty-Sixth Supplemental Indenture and the sale thereof through either a competitive or negotiated sale in order to finance Projects; *provided, however*, that:

(a) the aggregate stated principal amount of the Bonds shall not exceed \$250 million, whether issued as federally tax-exempt bonds, taxable bonds or a combination of both;

(b) the final stated maturity of the Bonds is not later than August 1, 2038;

(c) the “true” interest cost of any series of the Bonds shall not exceed (i) 5.0% for Bonds issued on a taxable basis, or (ii) 4.0% for Bonds issued on a tax-exempt basis, taking into account original issue discount or premium, if any;

(d) if sold through a competitive sale, the Bonds shall be sold at a price not less than (x) 100% of the aggregate principal amount thereof for the Bonds issued on a taxable basis, or (y) 100% of the aggregate principal amount thereof for the Bonds issued on a tax-exempt basis; and

(e) if sold through a negotiated sale, the Bonds shall not be sold to the Underwriters with an underwriter’s discount in excess of 1.0% of their aggregate principal amount.

**5. Delegation to State Treasurer; Award of Bonds.** The Authority hereby delegates to the State Treasurer, or such other officer of the Authority as the State Treasurer may designate, subject to and within the limitations set forth in this Resolution, the power with respect to the Bonds to determine and carry out the following:

(a) to determine the manner of sale as set forth in paragraph 2, which may consist of a combined competitive and negotiated sale, including the selection of the Underwriters, if applicable;

(b) to determine and approve the details of the Bonds, including, without limitation, the application of their proceeds to the differing purposes described above, the determination to sell the Bonds in one or more series or sub-series, their appropriate series designation, whether in consultation with bond counsel a series of Bonds will be issued as federally taxable, the interest on which will be includable in gross income of the holders thereof for federal income tax purposes, aggregate principal amount, maturity or maturities (including which Bonds, if any, are term bonds and the sinking fund installments therefore), price or prices, interest rate or rates, redemption provisions and the price(s) at which the Bonds are to be sold to the Winning Bidders (as defined below) or the Underwriters, as applicable, as will best effect the purposes and provisions of the Act and this Resolution;

(c) to approve the form of all documents that are appropriate to carry out the contemplated financing;

(d) to deem the Preliminary Official Statement final as of its date or dates as contemplated in paragraph 1 hereof and to complete the Preliminary Official Statement as an Official Statement in final form as contemplated in paragraph 7 hereof;

(e) to postpone or cancel the sale of all or any portion of the Bonds or change the dated date of the Bonds (including their name or series or sub-series designation) and the documents herein approved, if in her sole discretion market and other conditions so warrant;

(f) if any portion of the Bonds is sold through a competitive sale, to award such Bonds to the respective and responsive bidder(s) whose bids offer to purchase the Bonds at the lowest true interest cost to the Authority as determined by the Financial Advisor (the "Winning Bidders" and the "Winning Bids"), all in accordance with the terms of the Notices of Sale, including the receipt of bids electronically; and

(g) to take all such further action as may be necessary or desirable for the issuance, sale and delivery of the Bonds.

**6. Thirty-Sixth Supplemental Indenture, Bond Purchase Agreement and Facilities Agreements.** The Thirty-Sixth Supplemental Indenture, the Bond Purchase Agreement and the Facilities Agreements shall be in substantially the forms presented at this meeting, which are approved, with such completions, omissions, additions and changes, including those necessary to reflect any Bonds issued as federally taxable, the interest on which will be includable in gross income for federal income tax purposes, the Projects, as applicable, and the specifics determined in

accordance with paragraphs 2, 3, 4 and 5 hereof, and the Winning Bids or the Bond Purchase Agreement, as applicable, as shall be approved by the Chairman, Vice-Chairman or Secretary/Treasurer of the Authority. The Chairman, the Vice-Chairman or the Secretary/Treasurer, any of whom may act, is authorized and directed to execute the Thirty-Sixth Supplemental Indenture, the Bond Purchase Agreement, if applicable, and the Facilities Agreements, which execution shall constitute conclusive evidence of approval of any such completions, omissions, additions and changes, and to determine the Projects from time to time to be financed with proceeds of the Bonds and the respective managing agents, including the addition of new projects and managing agents for financing with proceeds of the Bonds, provided that any such project must be authorized for Authority financing. The Thirty-Sixth Supplemental Indenture may have a different and additional numbered supplemental designation if necessary, desirable or in connection with the issuance of Bonds such that separate supplemental indentures may be used and are hereby authorized for any separate series or sub-series of bonds. The executed Supplemental Indenture shall be delivered to the Trustee.

**7. Official Statement.** The Authority authorizes and directs the State Treasurer and her staff to complete the Preliminary Official Statement as an official statement in final form (the “Official Statement”). The Chairman or Vice-Chairman of the Authority, either of whom may act, is authorized and directed to execute the Official Statement, which execution shall constitute conclusive evidence of approval of the Official Statement and that the Authority has deemed it final within the meaning of the Rule. The Authority authorizes and directs its staff to arrange for the delivery to the Winning Bidders or the Underwriters, as applicable, of a reasonable number of copies of the Official Statement, within seven business days after the sale date of the related Bonds, for distribution by the Winning Bidders or the Underwriters, as applicable, to each potential investor requesting a copy thereof and to each person to whom the Winning Bidders or the Underwriters, as applicable, initially sells Bonds. The Authority authorizes and approves the distribution of the Official Statement by the Winning Bidders or the Underwriters, as applicable.

**8. Continuing Disclosure.** The Authority covenants to undertake ongoing disclosure and provide “annual financial information” and “material event notices” in accordance with the Continuing Disclosure Agreement for the benefit of holders of the Bonds to assist the Underwriters in complying with the Rule. The Authority authorizes and directs the Chairman, Vice Chairman, State Treasurer or such other officer of the Authority as the State Treasurer may designate, any one of whom may act, to execute the Continuing Disclosure Agreement in substantially the form presented to this meeting, which is approved with such completions, omissions, insertions and changes as the executing officer may approve. Execution of the Continuing Disclosure Agreement shall constitute conclusive evidence of approval of any such completions, omissions, insertions and changes.

**9. Preparation of Bonds.** The Chairman or the Vice-Chairman of the Authority, either of whom may act, and the Secretary/Treasurer or Assistant Secretary/Treasurer of the Authority, either of whom may act, are authorized and directed (a) to have the Bonds prepared and executed pursuant to the Master Indenture and the Thirty-Sixth Supplemental Indenture, (b) to deliver them to the Trustee for authentication, and (c) to cause the Bonds so executed and authenticated to be delivered to, or for the account of, the Winning Bidders or the Underwriters, as applicable, upon payment therefor.

**10. Other Undertakings.** The Authority authorizes and directs its staff, the Financial Advisor, and its bond counsel, Christian & Barton, L.L.P.: (a) to prepare all documentation and take all action necessary or desirable to bring the Bonds to market through a competitive or negotiated sale as soon as practicable, (b) to advertise the Bonds for sale, and (c) to take such actions as shall be necessary or appropriate to obtain a rating or ratings for the Bonds from Fitch Ratings Inc., Moody's Investors Service and/or S&P Global Ratings.

**11. Other Documents.** The Authority further authorizes and directs its officers to execute and deliver all certificates, instruments and documents and to take such further action as they may consider necessary or desirable in connection with the issuance and sale of the Bonds, including, without limitation, execution and delivery of any applicable non-arbitrage certificate and tax compliance agreement setting forth the expected use and investment of proceeds of the Bonds issued as federally tax-exempt to show that such expected use and investment will not violate the provisions of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and the regulations issued pursuant thereto, applicable to "arbitrage bonds," making any elections that such officers deem desirable regarding any provision requiring rebate to the United States of arbitrage profits earned on the investment of proceeds of the Bonds, providing for payment of any such rebate amount and providing for ongoing compliance to maintain the tax-exempt status of the Bonds, in particular setting forth written procedures for monitoring post-issuance compliance with requirements of the Code and the regulations issued pursuant thereto applicable to tax-exempt obligations, including necessary or desirable remedial actions, in accordance with the Authority's Post-Issuance Compliance Policy for Tax-Exempt Qualified Obligations (adopted by the Authority on January 19, 2010).

**12. Other Actions.** The Authority approves and confirms all other actions of its officers and staff that are in conformance with the purpose or intent of this Resolution and in furtherance of the issuance and sale of the Bonds.

**13. Official Intent.** In adopting this resolution authorizing the issuance of the Bonds, the Authority declares and reaffirms its official intent and that of the Virginia General Assembly to issue the Bonds and provide moneys to reimburse the Authority and/or the Commonwealth for expenditures with respect to the various Projects, as contemplated by the specific authorizing legislation and by Treasury Regulations 1.150-2 promulgated pursuant to the Code.

**14. Conflicting Resolutions.** All resolutions or parts of resolutions in conflict herewith are repealed.

**15. Effective Date.** This Resolution shall take effect immediately upon its adoption and shall continue in full force and effect for a period of one year, unless specifically extended or all of the Bonds are issued for the specific purposes set forth herein, and further it being the intent of this Resolution that the issuance of one or more series of Bonds does not preclude one or more subsequent and separate issuance(s) of Bonds from time to time up to the maximum amount(s) herein authorized to finance Projects as authorized above.

**VIRGINIA PUBLIC BUILDING AUTHORITY  
BOARD MEETING – MARCH 13, 2018**

**MOTION TO APPROVE THE RESOLUTION AUTHORIZING THE ISSUANCE, SALE  
AND AWARD OF THE PUBLIC FACILITIES REVENUE BONDS BY THE VPBA**

I move to approve the Resolution Authorizing the Issuance, Sale, and Award of Public Facilities Revenue Bonds by the Virginia Public Building Authority.

Motion: Ms. Williams

Second: Ms. Bishop

Approval (Yes/No): Yes

Yeas: Unanimous

Nays: