

**BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS,  
LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS MEETING**

**MINUTES**

The Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on March 20, 2018, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

**Architects**

Robert A. Boynton  
Mel Price  
Christine Snetter

**Professional Engineers**

James Kelly  
Carolyn B. Langelotti  
Chris Stone

**Land Surveyors**

Doyle B. Allen  
Vickie Anglin  
Mike Zmuda

**Interior Designers**

Caroline Alexander  
Cameron Stiles

**Landscape Architects**

Ann Stokes

Board staff present for all or part of the meeting was:

Kathleen (Kate) R. Nobsch, Executive Director  
Bonnie Davis, Administrative Assistant

Board member, A. Cabell Crowther, was not present for the meeting.

Agency staff present for all or part of the meeting was:

Jay W. DeBoer, Director  
Bonnie Adams, Director, Complaint Analysis & Resolution  
Susan Garbini, Legal Analyst, Complaint Analysis & Resolution  
Latoya Jackson, Licensing Specialist, Post Adjudication & Licensing

Elizabeth Peay, Assistant Attorney General, was present from the office of the Attorney General.

Ms. Langelotti, Chair, called the meeting to order at 9:34 a.m.

**Call to Order**

Ms. Langelotti advised the Board of the emergency evacuation procedures.  
Ms. Nobsch announced there will be a tornado drill at 9:45 a.m. today.

**Emergency  
Evacuation  
Procedures**

Ms. Nobsch stated that Mr. Crowther sends his regrets. She introduced Ann Stokes, new landscape architect board member, Chris Born, Professional Engineer Advisory Board Member, and other Board members introduced themselves. She noted that George Gardner, Professional Engineer Advisory Board Member, is expected later in the meeting. Members of the audience also introduced themselves: Jordan Paschal with

**Welcome,  
Introductions and  
Announcements**

Joint Legislative Audit & Review Commission (JLARC); R. Corey Clayborne, Executive Vice President, American Institute of Architects (AIA) Virginia; Ruard Veltman, Architect, Carlos F. Laborde.

Ms. Alexander arrived to the meeting at 9:37 a.m.

**Arrival of Board Member**

Ms. Stiles moved to approve the agenda. Ms. Snetter seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

**Approval of Agenda**

Mr. Boynton moved to approve the minutes of the following meetings:

**Approval of Minutes**

- December 14, 2017, APELSCIDLA Board Meeting
- December 14, 2017, Architects, Certified Interior Designers & Landscape Architects Section Meeting
- January 16, 2018, Land Surveyors Apprenticeship Program Review
- February 1, 2018, Virginia Department of Transportation and Professional Engineers and Land Surveyors Meeting
- February 9, 2018, Professional Engineers and Land Surveyors Section Meeting
- February 9, 2018, Land Surveyors Apprenticeship and Department of Labor and Industry Meeting
- February 9, 2018, Land Surveyors Exam Committee Meeting

Ms. Stiles seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

Mr. Clayborne stated on behalf of AIA he wanted to make the Board aware of the initiative for disaster assistance that puts architects in a position to be extremely helpful to the public after such occurrences. Currently, a memorandum of understanding exists between DPOR, the Virginia Department of Emergency Management, and AIA Virginia. In light of the recent hurricanes and other natural disasters, AIA Virginia is re-energizing this partnership in the event we need to assist the public with a natural disaster in Virginia. Under this initiative, architects would perform very preliminary building assessments after a hurricane or other natural disaster to essentially give the thumbs up or thumbs down or whether the building is deemed safe for re-entry. In Virginia, volunteers that perform these types of good deeds are protected by Good Samaritan laws. DPOR's role would be to make sure the volunteers have a license.

**Public Comment Period**

Regarding **File Number 2018-00069, Ralph Edward Hurst**, the Board members reviewed the Consent Order as seen and agreed to by Mr. Hurst. Mr. Boynton moved to accept the Consent Order which cites the following violation of the Board's regulations: 18VAC10-20-760.A.1 (Count 1), 18VAC10-20-730.A (Count 2), and 18VAC10-20-790.4 (Count 3). For these violations, Mr. Hurst agrees to pay the following monetary penalties: no monetary penalty for the violation contained in Count 1; no monetary penalty for the violation contained in Count 2; no monetary penalty for the violation contained in Count 3; and \$150.00 in Board costs, for a total monetary penalty of \$150. In addition for violations of Count 1, 2, and 3, Mr. agrees to revocation of his license. Ms. Snetter seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

**File Number 2018-00069, Ralph Edward Hurst**

Board and audience members participated in a tornado drill from 9:49 a.m until 9:51 a.m.

**Tornado Drill**

Regarding **File Number 2018-00334, Dooil Paik**, the Board members reviewed the Consent Order as seen and agreed to by Mr. Paik. Mr. Allen moved to accept the Consent Order which cites the following violation of the Board's regulations: 18VAC10-20-790.8 (Count 1). For this violation, Mr. Paik agrees to pay the following monetary penalties: \$500 for the violation contained in Count 1; and \$150.00 in Board costs, for a total monetary penalty of \$650. Ms. Snetter seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda. As the presiding Board member, Mr. Boynton was not present for the discussion or vote.

**File Number 2018-00334, Dooil Paik**

Regarding **File Number 2018-01556, Dennis John Cummings**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Snetter moved to accept the recommendation of the presiding officer and deny Mr. Cummings's application for an architect license. Ms. Alexander seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda. As the presiding Board member, Mr. Boynton was not present for the discussion or vote.

**File Number 2018-01556, Dennis John Cummings**

Chair of the meeting was passed from Ms. Langelotti to Ms. Stiles.

Regarding **File Number 2018-00786, Michael Dominique Shuler**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Snetter moved to accept the recommendation of the presiding officer and approve Mr. Shuler's application for a professional engineer license. Mr. Boynton seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Price, Snetter, Stiles, Stokes, Stone, and Zmuda. As the presiding Board member, Ms. Langelotti was not present for the discussion or vote.

**File Number 2018-00786, Michael Dominique Shuler**

Chair of the meeting was passed from Ms. Stiles to Ms. Langelotti.

Regarding **File Number 2018-01255, Ruard Anton Veltman**, was present to address the Board. The Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. Boynton moved to accept the recommendation of the presiding officer and approve Mr. Veltman's application for an architect license. Ms. Snetter seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

**File Number 2018-01255, Ruard Anton Veltman**

Ms. Nosbisch stated Mr. Zmuda had one change to the Responsible charge Engineer language drafted by Virginia Department of Transportation (VDOT). Mr. Kelly noted that VDOT worked hard to address the Section's concerns, and he commended VDOT. Mr. Kelly moved to accept the amended VDOT Entrusted Engineer in Charge language. Ms. Boynton seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

**Responsible Charge Engineer**

Ms. Langelotti reported that VDOT requested that the Responsible Change Engineer language first be approved; then they will address the issue regarding sign/seal record drawings. Mr. Kelly noted there is a surveying side to this as well.

**Sign/Seal Record Drawings**

Ms. Nosbisch reported that the Board approved the Apprenticeship Standards at the September 14, 2016 meeting. At the Land Surveyor Apprenticeship meeting on February 9, 2017, changes to the Apprenticeship Standards were suggested regarding required and recommended. She noted Mr. Allen moved to accept the changes to the Apprenticeship Standards. Ms. Boynton seconded the motion which was unanimously approved by members: Alexander, Allen, Anglin, Boynton, Kelly, Langelotti, Price, Snetter, Stiles, Stokes, Stone, and Zmuda.

**Virginia Surveyor Apprenticeship Standards**

Ms. Nosbisch stated Fairfax County has the only land surveyor apprenticeship program at this time, but according to DOLI, there are none because the program must have 700 plus hours. An exception was not granted, so Ms. Nosbisch followed up with a request for a waiver for the additional hours. There is no update as of yet.

Mr. Allen requested that Tidewater Community College land surveyor curriculum be added to the next Professional Engineers and Land Surveyors (PE-LS) Section meeting agenda for review.

Ms. Nosbisch reported that the Board had been requested to monitor the responses to the clarification letter sent out on December 19, 2017. No responses or questions have been received.

**Alter/Edit Sealed Drawings**

Ms. Nosbisch reported the following business entities were issued Business Agreements for Registration:

**Business Agreements Update**

- Ross & Baruzzini Inc, License 0407007295 signed December 22, 2017.

There were no requests for waiver of continuing education.

**Request for Waiver of CE Update**

Ms. Brooks will provide an update at the Board Workshop following today's Board meeting.

**CE Audit Update**

Ms. Nosbisch reported on bills affecting the Board.  
HB523 – bill to add two citizen members to the APELSCIDLA Board.  
HB883 – piloting DPOR and Criminal Justice to decrease regulation by 25% by July 2021.

**General Assembly Session**

Mr. Stone requested the Board's input on changing the continuing education requirements from the renewal period to a calendar year. Mr. Stone stated he will work with the Section associations.

The Board reviewed 18VAC10-20-20, 18VAC10-20-150, 18VAC10-20-270, 18VAC10-20-360, 18VAC10-20-450, 18VAC10-20-505, and 18VAC10-20-300. The Board agreed by consensus not to move forward with the NOIRA at this time and to revisit in September.

**Regulatory Update**

Ms. Langelotti reviewed the licensee counts as of March 1, 2018:  
APELSCIDLA Businesses 3881; Architects 7418; Engineers 28,758;  
Interior Designers 495; Land Surveyors 1289; Land Surveyors B 76; Land Surveyor Photogrammetrists 119; and Landscape Architects 915.

**Licensed Population**

Ms. Nosbisch noted Mr. Kelly had requested information on licensure trends. This is for informational purposes only.

**Licensure Trends**

Financial statements were provided to the Board for informational purposes. **Financial Statements**  
The Board is in a good financial position, and there are no fee increases expected in the foreseeable future.

Ms. Nosbisch stated the exam volumes are for information purposes only. **NCEES Updates**  
She noted that NCEES's Chief Executive Officer, Jerry Carter, will be retiring in September. Ms. Nosbisch reminded Section members that the NCEES Southern Zone Meeting is April 19-21, 2018 and is in Charlottesville and thanked the Director for approving attendance for the PE-LS Board members as well as her.

Ms. Nosbisch stated the NCARB Regional Summit was held in Wichita Kansas. Mr. Boynton noted that the 2020 Education Symposium will be held in Virginia. **NCARB Updates**

Ms. Stiles reported CIDQ is getting ready for electronic testing in April, first round went well. **CIDQ Updates**

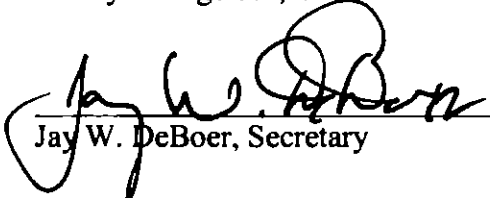
Ms. Nosbisch noted the CLARB conference is in the Fall. **CLARB Updates**

There was no other business. **Other Business**

Conflict of Interest forms and travel vouchers were completed by all Board members present. **Conflict of Interest Forms/ Travel Vouchers**

The meeting was adjourned at 11:13 a.m. **Adjourn**

  
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Carolyn Langelotti, Chair

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Robert A. Boynton  
2. Title: Board Member  
3. Agency: Architects Section/APELSCIDLA Board  
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

ARCHITECTS

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Robert A. Boynton  
Signature

3.20.2018  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Mel Price
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

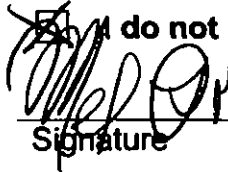
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

3/20/18  
\_\_\_\_\_  
Date



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Christine Snetter
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature 

Date 3/20/18

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Doyle B. Allen
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Doyle B. Allen  
Signature

3/20/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Vickie McEntire Anglin
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Land Surveyors

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Vickie McEntire Anglin  
Signature

3/20/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Mike Zmuda
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

n/a

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

3/20/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Ann Stokes
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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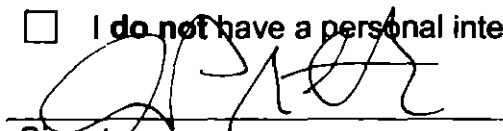
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

3.20.2018

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: James L. Kelly
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

3/20/18  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Carolyn B. Langelotti
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

3/20/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Christopher Stone  
2. Title: Board Member  
3. Agency: Professional Engineers Section/APELSCIDLA Board  
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:


\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature

*Caroline Alexander*

Date

*3/21/18*

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 20, 2018

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

3/20/18  
Date