

## AGENDA

### MEETING OF THE BOARD OF DIRECTORS' COMMUNICATIONS COMMITTEE AND/OR OF THE BOARD OF DIRECTORS

#### SAN ANTONIO RIVER AUTHORITY



**December 10, 2009, 10:00 a.m.**

*\*Estimated Presentation Time: 2 hours*

#### **GENERAL AND CEREMONIAL ITEMS:**

*Estimated Presentation Time: 10 minutes*

**1. CALL TO ORDER BY THE CHAIRMAN, MR. ROBERTO G. RODRÍGUEZ**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL BY THE SECRETARY, MR. NÁZIRITE RUBÉN PÉREZ**

- Sally Buchanan
- Terry E. Baiamonte
- Názirite Rubén Pérez
- Roberto G. Rodríguez
- John J. Flieller

**4. CERTIFICATION OF A QUORUM BY THE SECRETARY**

**5. INTRODUCTION OF VISITORS**

**6. CITIZENS TO BE HEARD**

*\*Represents estimated presentation times of staff and routine Board member items; does not account for Board member discussions that may occur.*

7. **APPROVAL OF THE MINUTES FOR THE COMMUNICATIONS COMMITTEE MEETING HELD ON AUGUST 27, 2009**
8. **INTRODUCTION OF NEW STAFF FROM THE INTERGOVERNMENTAL AND COMMUNITY RELATIONS (IGCR) DEPARTMENT**
9. **PRESENTATION OF SAN ANTONIO RIVER AUTHORITY SPONSORSHIPS AND COMMUNITY AND MEDIA ACTIVITIES**
10. **STATUS REPORT ON THE WESTSIDE CREEKS RESTORATION PROJECT**
11. **PRESENTATION, DISCUSSION, AND APPROPRIATE ACTION REGARDING THE 75 YEARS OF SARA SERVICE PROJECT, INCLUDING AUTHORIZATION FOR THE GENERAL MANAGER TO NEGOTIATE AND ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE UNIVERSITY OF TEXAS AT SAN ANTONIO MAKING THE UNIVERSITY THE PUBLIC REPOSITORY OF SARA'S HISTORICAL ARCHIVES**
12. **DISCUSSION OF RECENT ACTIVITY OF THE RIVER WALK WATERSHED ALLIANCE UNDER THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY 319 NON-POINT SOURCE POLLUTION GRANT-FUNDED RIVER WALK IMPLEMENTATION PROGRAM, INCLUDING REVIEW AND DISCUSSION OF CONSULTANT SELECTION ACTIVITIES AND/OR CONSULTANT CONTRACT AUTHORIZATION, RENEWALS, AMENDMENTS OR EXTENSIONS**
13. **STATUS REPORT REGARDING PUBLIC OUTREACH EFFORTS SUPPORTING THE SAN ANTONIO RIVER IMPROVEMENTS PROJECT**
14. **STATUS REPORT ON THE COMMUNICATIONS ACTIVITIES OF THE BEXAR REGIONAL WATERSHED MANAGEMENT (BRWM) PROGRAM**
15. **STATUS REPORT ON THE SAN ANTONIO RIVER AUTHORITY'S ENVIRONMENTAL OUTREACH PROJECT**
16. **STATUS REPORT REGARDING THE ELECTRONIC (E-VERSION) OF THE SAN ANTONIO RIVER AUTHORITY'S RIVER REACH NEWSLETTER**
17. **GENERAL MANAGER'S REPORT**
  - **UPCOMING EVENTS CALENDAR,**
  - **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
  - **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS.**
18. **ADJOURN**

*Estimated Presentation Time: 2 Hours*

SAN ANTONIO RIVER AUTHORITY  
General Statements

This meeting is wheelchair accessible. Accessible parking is located at 100 E. Guenther St. Requests for an interpreter for the hearing impaired must be received at least 48 hours prior to the meeting, or, to arrange for special assistance to attend this meeting, please call the Operator at 210-227-1373.

The Board of Directors' Communication Committee and/or the Board of Directors of the San Antonio River Authority may discuss and/or take action on any item listed in this agenda while convened in open session. The Board of Directors' Communication Committee and/or the Board of Directors of the San Antonio River Authority may also meet in Executive Session, pursuant to Section 551.071 of the Texas Government Code, to receive advice from legal counsel on any item listed in this agenda.

**Communications Committee**

7.

**Date: 12/10/2009**

**Approval of the Minutes**

**Submitted By:** Lupe Moreno, Executive  
Offices

**Division:** Executive Offices

**Department:**

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**Information**

**CAPTION**

**APPROVAL OF THE MINUTES FOR THE COMMUNICATIONS COMMITTEE  
MEETING HELD ON AUGUST 27, 2009**

**Presenter**

Suzanne B. Scott

*Estimated Presentation Time: 5 minutes*

**Recommendation**

Motion to approve the minutes of the Communications Committee meeting held on August 27, 2009, as presented.

**Discussion**

**Vote**

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**Attachments**

Link: Aug. 27, Communications Committee Mtg Minutes

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## MINUTES

### MEETING OF THE BOARD OF DIRECTORS' COMMUNICATIONS COMMITTEE

#### SAN ANTONIO RIVER AUTHORITY

August 27, 2009, 10:00 a.m.



#### *GENERAL AND CEREMONIAL ITEMS:*

1. **CALL TO ORDER WAS MADE BY THE VICE CHAIR, MS. TERRY E. BAIAMONTE, AT 10:04 AM**
2. **PLEDGE OF ALLEGIANCE WAS CONDUCTED**
3. **COMMITTEE SECRETARY, MR. NÁZIRITE RUBÉN PÉREZ, CALLED THE ROLL AND REPORTED THE FOLLOWING BOARD MEMBERS PRESENT:**

- Terry E. Baiamonte**
- Sally Buchanan**
- John J. Flieller**
- Jeffrey S. Neathery**
- Názirite Rubén Pérez**
- Roberto G. Rodríguez**

4. **CERTIFICATION OF A QUORUM WAS ANNOUNCED BY THE SECRETARY, MR. PÉREZ**

5. **INTRODUCTION OF VISITORS**

Ms. Moreno announced that there were no visitors present in the audience.

6. **CITIZENS TO BE HEARD**

Ms. Moreno announced that no citizens were signed up to speak.

**7. APPROVAL OF THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON APRIL 28, 2009**

Staff recommended a motion to approve the minutes of the Communications Committee meeting held on April 28, 2009, as presented.

Motion by Sally Buchanan

Seconded by Jeffrey S. Neathery

Motion passed unanimously

**8. BRIEFING ON SAN ANTONIO RIVER AUTHORITY SPONSORSHIPS, COMMUNITY AND MEDIA ACTIVITIES**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 10, placing Agenda Item 9 at the end of the Agenda out of consideration for Chairman Rodríguez who was to be arriving later on during the meeting.

**10. PRESENTATION AND DISCUSSION ON THE SAN ANTONIO RIVER AUTHORITY CREEK BOOK PROJECT**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 11.

**11. PRESENTATION AND DISCUSSION REGARDING THE SAN ANTONIO RIVER AUTHORITY'S ROLE AS THE GOLIAD FLOTILLA EVENT HOST**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 12.

**12. PRESENTATION AND DISCUSSION REGARDING REVISIONS TO THE SAN ANTONIO RIVER AUTHORITY'S QUARTERLY RIVER REACH NEWSLETTER**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 13.

**13. PRESENTATION AND DISCUSSION REGARDING REVISIONS TO THE SAN ANTONIO RIVER AUTHORITY'S WEB SITES**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 14.

**14. REVIEW AND DISCUSSION OF CONSULTANT SELECTION ACTIVITIES AND/OR CONSULTANT CONTRACT AUTHORIZATION, RENEWALS, AMENDMENTS OR EXTENSIONS:**

- **PROFESSIONAL SERVICES CONTRACT FOR THE SAN ANTONIO RIVER IMPROVEMENTS PROJECT MUSEUM REACH 2010 EVENT OPPORTUNITIES REQUEST FOR PROPOSAL (RFP)**
- **PROFESSIONAL SERVICES CONTRACT FOR THE MUSEUM REACH HOLIDAY REQUEST FOR PROPOSAL (RFP)**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 15.

**15. STATUS REPORT ON THE 75 YEARS OF SARA SERVICE PROJECT, INCLUDING DISCUSSION OF GRANT APPLICATION STATUS**

There being no action taken on this item and in the absence of Chairman Rodríguez, Ms. Baiamonte returned to Agenda Item 9.

**9. STATUS REPORT ON THE WESTSIDE CREEKS RESTORATION PROJECT**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 16.

**16. GENERAL MANAGER'S REPORT**

- **UPCOMING EVENTS CALENDAR,**
- **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
- **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS.**

Ms. Scott had nothing to report at the present time and therefore, Ms. Baiamonte called for Agenda Item 17.

**17. ADJOURN**

There being nothing further to report, Ms. Baiamonte called the meeting adjourned at 11:06 a.m.

**PREPARED AND RECOMMENDED FOR APPROVAL BY THE MANAGER.**

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**SUZANNE B. SCOTT, General Manager**

**APPROVED BY THE BOARD OF DIRECTORS' COMMUNICATIONS COMMITTEE AT THE MEETING HELD ON DECEMBER 10, 2009.**

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**ROBERTO G. RODRÍGUEZ, Chairman**

**ATTEST:**

\_\_\_\_\_  
**NÁZIRITE RUBÉN PÉREZ, Committee Secretary**

**Communications Committee**

**8.**

**Date: 12/10/2009**

**Introduction of New IGCR Staff**

**Submitted By:** Steven Schauer,  
Intergovernmental and  
Comm Relations

**Division:** Intergovernmental and  
Comm Relations

**Department:**

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**Information**

**CAPTION**

**INTRODUCTION OF NEW STAFF FROM THE INTERGOVERNMENTAL AND  
COMMUNITY RELATIONS (IGCR) DEPARTMENT**

**Presenter**

Steven Schauer

*Estimated Presentation Time: 5 minutes*

On October 5, 2009, Laura Waldrum and Matthew Driffill were hired as a Community Relations Coordinator and an Education Specialist, respectively. Ms. Waldrum will primarily work on media relations and community outreach with a focus on issues related to the Environmental Sciences, Real Estate and Park Services Departments and on other community issues such as Basura Bash, Adopt-A-River and the Get Outdoors annual event. Mr. Driffill will lead the River Authority's educational outreach efforts with a focus on providing Mission Reach ecosystem restoration educational outreach.

**Discussion**

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**Communications Committee**

9.

**Date: 12/10/2009**

**Sponsorships, Community & Media Activities**

**Submitted By:** Lupe Moreno, Executive  
Offices

**Division:** Intergovernmental and  
Comm Relations

**Submitted For:** Steven Schauer

**Department:**

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**Information**

**CAPTION**

**PRESENTATION OF SAN ANTONIO RIVER AUTHORITY SPONSORSHIPS  
AND COMMUNITY AND MEDIA ACTIVITIES**

**Presenter**

Steven Schauer

*Estimated Presentation Time: 5 minutes*

Attached for the Committee's review are the Fiscal Year 2009/10 Sponsorships for the Period July 2009 - September 2009 and the Intergovernmental and Community Relations July - October 10, 2009 Calendar of Activities. Staff will highlight select entries on these documents and will be available to address any Committee questions.

**Discussion**

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**Attachments**

Link: [Sponsorships](#)

Link: [IGCR Calendar](#)

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**Fiscal Year 2009/10 Sponsorships  
For the period July 2009 – Sept 2009**

<b>Month</b>	<b>Recipient and/or Event</b>	<b>Sponsorship Amount or Service</b>
July	Greater SA Chamber	Congressional Luncheon Honoring State Rep. Ciro Rodriguez
	Texas Public Radio	Sponsorship with SAMA-Water Works 10 <sup>th</sup> Annual Focus on the Environment
Aug.	Greater SA Chamber	Congressional Luncheon Honoring US Rep. Charlie Gonzalez
	NELAC Institute	Environmental Measurement Symposium
	Apple Seeds for Literacy Foundation	NIE Classroom Sponsorship for school yr. 2009-2010
	North Chamber	Vision for S.A. - State of the City Address
	South S.A. Chamber	State of the District Honoring Congressman Ciro Rodriguez
	Greater SA Chamber	Henry Cuellar Luncheon
	Greater SA Chamber	Joe Straus Luncheon
Sept.	North Chamber	State of the County Address
	LaVernia Historical Association	Wild West Hammerfest
	Texas Association of Regional Councils	Annual Conference Sponsorship
	The Karnes City Rotary Club	Lonesome Dove Fest
	S.A. Council of Eng. Co.	Floodplain Management Seminar

# July 2009

July 2009							August 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
June 29	30	July 1	2	3	4
8:30am 10:00am IGCR staff meeting (RM-Leon Room - 100 E Guenther Conf Ctr)	5:30pm 7:30pm Mayor and City Council reception (Museo Alameda, 101 S. Santa Rosa)	4:30pm 5:00pm Annual review (Steven's office) 6:00pm 7:30pm Alazan Creek Subcommittee Meeting (Bazan Public Library; 2200 W. Commerce St. (78207))	8:30am 9:30am Dr's appt. (Dr. Ramos-Gonzales) 11:00am 1:00pm Fiscal Year BBO (RM-Martinez Room - 1280 FM1516S)	10:00am Reminder to email weekly updates	
10:30am 12:30pm Executive Staff Meeting (RM-Olmos Room - 100 E Guenther - 2nd Floor)	6:30pm 8:30pm Updated: Special BRWM Public Meeting - Indian Creek Community (Indian Creek Elementary School, 5830 Old Pearsall Rd, 78242)	6:30pm 8:30pm Updated: BRWM Public Workshop (Woodlawn Theater, 1920 Fredericksburg Rd.)			
11:00am 1:00pm IGCR Office cleanup (IGCR Ofc.)					
6	7	8	9	10	11
8:00am 8:30am P Card Statements PRINTED 10:30am 12:30pm Executive Staff Meeting (RM-Olmos Room - 100 E Guenther - 2nd Floor)	9:30am 10:30am Activity Committee Meeting (RM-Calaveras Room - 600 E Euclid (old Hexagonal))	9:00am 10:00am Take cups to grass farm (grass farm) 9:00am 10:00am Updated: Final Details of the Picnic (Grass Farm)	8:00am 8:30am P Card Statements APPROVED	10:00am Reminder to email weekly updates 11:15am 12:15pm Tycoon Flats for SARA Burgers 1:45pm 4:30pm Updated: P card training (Euclid)	
12:00pm 1:00pm Brian's B-Day Lunch (TBD)	9:30am 10:30am Activity committee meeting (Vehicle 0608 Escape - Guenther)	11:30am 12:00pm Invoices and Check Requests 6:00pm 8:00pm Updated: Mission Reach Public Meeting II (Southton Road Service Center, 9874 Southton Rd., 78223)		2:00pm 4:00pm Purchasing Card Training (RM-Calaveras Room - 600 E Euclid (old Hexagonal))	
	3:00pm 5:00pm Dr's Appt. (Medical Cntr) 6:00pm 7:30pm Apache Creek Subcommittee Meeting (Guadalupe Cultural Arts Theatre; 1301 Guadalupe St. (78207))	6:00pm 7:30pm San Pedro Creek Subcommittee (San Antonio River Authority; 100 E. Guenther (78204))			
13	14	15	16	17	18
10:30am 12:30pm Executive Staff Meeting (RM-Olmos Room - 100 E Guenther - 2nd Floor)	9:30am 10:30am Nolan's Training/Question Session (RM-Salado Room - 100 E Guenther Conf Ctr/Lg)	9:00am 11:00am Updated: Agenda Quick Training - Part I (RM-Boardroom)	3:00pm 5:00pm Updated: Environmental Messaging (continued) (RM-Boardroom)	9:00am 12:00pm Updated: Sam's & Grass farm for picnic supplies	
6:30pm 8:00pm FW: Martinez Creek Subcommittee Meeting (Bihl House Arts; 2803 Fredericksburg Road (78201))	2:30pm 4:30pm IFAS - Purchasing Workflow Process - Purchase Requisition (RM-Calaveras Room - 600 E Euclid (old Hexagonal))		5:30pm 7:30pm Updated: Good Times!! (Sam's Burger Joint)	10:00am Reminder to email weekly updates 12:00pm 1:00pm Picnic supplies (Vehicle 0314 Suburban - Guenther)	
	6:00pm 8:00pm FW: WCROC Meetings (SARA) 6:30pm 8:30pm Updated: BRWM Flood Control Public Meeting (Live Oak Civic Center, 8101 Pat Booker Rd., 78233)				
20	21	22	23	24	25
1:30pm 2:00pm Meeting re: volunteers (Steven's ofc.)	1:00pm 5:00pm Witte Adventure Club (Witte Museum)	11:30am 12:00pm Invoices and Check Requests 2:00pm 2:15pm Sundae Social (IGCR)	5:00pm We are going to miss you Christine!! (Joey's)	10:00am Reminder to email weekly updates	
2:00pm 4:30pm Grass Farm 2:00pm 3:00pm Kim Garcia (Grass Farm) 4:00pm 4:30pm Updated: IGCR / Document Imaging Project (RM-Medina Room - 100 E Guenther - Conf Ctr)		6:30pm 8:30pm Updated: BRWM Flood Control Public Workshop (Navajo Civic Center, 2600 Riggsby Ave., 78222)			
27	28	29	30	31	August 1
8:45am 9:15am kim (Vehicle 0609 Escape - Guenther)	6:30pm 8:30pm Updated: BRWM Flood Control Public Workshop (Pueblo Hall, 3315 Northwestern, 78238)	10:00am 11:30am Updated: Business Journal (Guenther and then Mission Reach Phase I)	8:30am 10:00am Dr's Appt 10:30am 11:30am Updated: Aircheck News Taping Dashboard Demonstration (RM-Medina Room - 100 E Guenther - Conf Ctr)	10:00am Reminder to email weekly updates 3:30pm 4:30pm Updated: TIME CHANGE--Brainstorming (RM-Medina Room - 100 E Guenther - Conf Ctr)	
9:00am 10:00am IGCR Meeting with guest speaker Karen Krueger Guerrero (RM-Leon Room - 100 E Guenther Conf Ctr)			12:00pm 1:00pm Canceled: Lunch (Mon's) 3:00pm 4:00pm Updated: WC Meeting w/ Express News (SARA)		
10:30am 11:30am Updated: AQ Private Training Session (IGCR)					

# August 2009

August 2009							September 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
August 3	4	5	6	7	8
<p>Kim-Vacation</p> <p>9:00am 10:00am Staff Meeting (Leon Room)</p>	<p>Kim-Vacation</p> <p>2:00pm 3:00pm Brian from EN to meet with Steve Raabe (Steve's office)</p> <p>2:00pm 3:00pm Brian w/ Express News (Steve Raabe's office)</p>	<p>Kim-Vacation</p>	<p>Kim-Vacation</p> <p>1:00pm 2:00pm Updated: KSAT Interview (RM-Calaveras Room - 600 E Euclid (old Hexagonal))</p>	<p>Kim-Vacation</p> <p>10:00am Reminder to email weekly updates</p>	
10	11	12	13	14	15
<p>9:00am 10:00am IGCR Staff meeting (Medina Room)</p>	<p>9:00am 10:00am Activity Committee meeting (Euclid)</p> <p>9:00am 10:00am Updated: Activity Committee Meeting (RM-Calaveras Room - 600 E Euclid (old Hexagonal))</p> <p>9:00am 9:30am Basin Guide Edits Review (RM-Medina Room - 100 E)</p> <p>9:30am 10:00am Additional items review (RM-Medina Room - 100 E)</p> <p>1:30pm 3:30pm Updated: Administrative Assistant Meeting (RM-Salado)</p> <p>2:00pm 3:00pm Updated: Safety Team Leaders Meeting (MII Training Room)</p>		<p>4:00pm 6:00pm Updated: Korean News Station Visit (Euclid Calaveras)</p>	<p>10:00am Reminder to email weekly updates</p> <p>10:30am 5:00pm Updated: Nanjing, China presentation and tour (International Affairs CoSA office)</p> <p>12:30pm 1:30pm Updated: Kenny's B-day Lunch (DEMO'S GREEK RESTAURANT)</p>	
17	18	19	20	21	22
<p>8:00am 8:30am</p> <p>9:30am 11:30am Updated: Korean Delegation Lab Tour (Vehicle 0206 Van - Env Ctr; Vehicle 0314 Suburban - Guenther)</p> <p>10:00am 11:00am Meeting with Thompson Marketing (RM-Cibolo Room - 100 E Guenther - 1st Floor)</p>	<p>3:00pm 5:00pm Dr's Appt. (Dr. Doyle)</p>	<p>9:00am 10:00am Avenir Publishing (via phone)</p> <p>1:00pm 2:00pm Updated: Discuss Environmental/Illegal Dumping public outreach campaign for AACOG grant funding (RM-Medina Room - 100 E Guenther - Conf Ctr)</p>		<p>Sept. 8, Ops Committee CAPTION Due (AgendaQuick)</p> <p>10:00am Reminder to email weekly updates</p> <p>4:00pm 5:00pm Meet the Teacher</p> <p>5:00pm 5:30pm Updated: GNO (Unknown at this Time!)</p>	
24	25	26	27	28	29
<p>10:00am 10:30am AirCheck Session (RM-Medina Room - 100 E Guenther - Conf Ctr)</p>	<p>9:00am 10:30am Employee Briefing (Boardroom)</p> <p>3:00pm 4:00pm HEB - pastries for Groundbreaking (Vehicle 0610 Escape - Guenther)</p> <p>3:00pm 4:00pm Interview-Express News/ESD (SARA Environmental Building (600 E. Euclid))</p>	<p>8:30am 9:30am Meet with Glenda Gaona for River Reach interview</p> <p>9:30am 10:00am WC Website Updates (Kim's desk)</p> <p>12:30pm 5:00pm Updated: Clean Rivers Program Steering Committee annual meeting (Floresville City Hall)</p>	<p>Sept. 8, Operations Committee Mtg. Full Write-up w/</p> <p>8:00am 1:00pm FW: Stream Team Kickoff with Baker (RM-Salado Room - 100 E Guenther Conf Ctr/Lg)</p> <p>10:00am 11:30am Updated: Communications Committee Meeting (RM-Boardroom)</p>	<p>Sept. 16, Regular Board of Directors Mtg. CAPTION Due</p> <p>10:00am Reminder to email weekly updates</p>	
31	September 1	2	3	4	5
<p>1:30pm 2:00pm IGCR - Tracking Codes (Leon Room)</p> <p>4:15pm 5:00pm Dr's Appt (M&amp;S Tower)</p>	<p>9:00am 4:00pm Updated: Bexar Met Oversight Committee Meeting (San Antonio Downtown Library Auditorium)</p>	<p>12:00pm 1:00pm Updated: ALL RR ARTICLES DUE</p>	<p>PowerPoint Presentation Due for the Sept. 8, Operations</p> <p>9:30am 10:30am Updated: Discuss IGCR goals and volunteer promotions (Steven's office)</p>	<p>Sept. 16, Regular Board of Directors Mtg. Full Write-up</p> <p>10:00am Reminder to email weekly updates</p> <p>2:00pm 3:00pm Errand</p>	
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# September 2009 - October 2009

September 2009							October 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5			1	2	3		
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
September 7	8	9	10	11	12
	9:00am 10:00am IGCR staff meeting (RM-Olmos Room - 100 E Guenther - 2nd Floor) 11:45am 1:15pm Clint's B-day lunch (??? Clint Choice) 2:00pm 4:00pm Updated: September Ops Meeting	11:00am 1:00pm FW: State of the County (Westin Riverwalk Hotel, 420 W. Market St.) 12:00pm 1:00pm State of the County (Westin Riverwalk Hotel, 420 W. Market St.)	8:00am 5:00pm CPR/First Aid Class (Main Office Board Room) 8:30am 10:30am Updated: Witte meeting re: Roots in the River program (Vehicle 0802 - Prius - Guenther; Laptop/Projector IGCR) 2:00pm 5:00pm Take Jared to DR (Dr Doyle )	10:00am 11:00am Cision Review (RM-Medina Room - 100 E Guenther - Conf Ctr) 10:00am Reminder to email weekly updates 2:00pm 3:00pm TWCA TWD planning conference call (office) 3:00pm 4:00pm Xtreme Xibits Meeting (SA office)	12:00pm 3:00pm Updated: NRC Neighborhood Conference (Laurel Heights United Methodist Church, 227 W. Woodlawn)
14	15	16	17	18	19
Texas Water Law Conference in Austin (Omni Hotel)			8:00am 5:00pm Project Wild (Eisenhower Park) 9:00am 10:00am Sponsorship Discussion for Museum Reach Holiday Event (RM-Medina Room - 100 E Guenther - Conf Ctr)	Oct. 5, Ops Committee CAPTION Due (AgendaQuick) 6:30am 5:00pm Lonesome Dove (Karnes City) 9:00am 12:00pm Updated: Peruvian Students visiting Watershed Management (Euclid and Field Trip) 10:00am Reminder to email weekly updates 11:15am 12:15pm Updated: Councilwoman Ivy Taylor briefing (City Hall) 12:30pm 1:30pm Updated: Crescent Bend Park Grand Opening (Schertz)	
21	22	23	24	25	26
PowerPoint Presentation Due for the Sept. 16, Regular Board Meeting 3:00pm 4:00pm IGCR Staff Meeting (RM-Medina Room - 100 E Guenther - Conf Ctr)	8:00am 5:00pm Project Wild (Eisenhower Park)	10:00am 11:00am Activity Committee (Calveras Conference Room) 10:00am 11:00am Activity Committee (Euclid) 2:00pm 4:00pm Updated: Illegal Dumping Taskforce Meeting (RM-Boardroom) 2:00pm 3:30pm Sol Center Speaking Engagement (Sol Center at University Presbyterian Church, 300 Bushnell Ave at Shook, San Antonio, TX 78212)	Oct. 5, Operations Committee Mtg. Full Write-up w/ Board 2:00pm 2:30pm Training on folding machine by Neopost rep (Guenther near machine)	Oct. 14, Regular Board of Directors Mtg. CAPTION Due 10:00am Reminder to email weekly updates	
28	29	30	October 1	2	3
	10:30am 11:00am Discuss conference/travel	9:30am 2:00pm Next Meeting of Regional Water Educators Meeting (Friedrich Wilderness Park)	PowerPoint Presentation Due for the Oct. 5, Operations Committee Mtg. 12:30pm 3:30pm Updated: Christmas Party Food Tasting (Hyatt Regency Riverwalk)	10:00am Reminder to email weekly updates 11:30am 12:30pm Lock & Dam Burger (Tycoon Flats) 2:00pm 3:00pm Drop off (Barshop Jewish Community Center )	
5	6	7	8	9	10
Oct. 14, Regular Board of Directors Mtg. Full Write-up 12:00pm 2:00pm Fiscal Committee Meeting (RM-Boardroom; RM Guenther Parking Lot; RM-Salado Room - 100 E Guenther Conf Ctr/Lg) 2:00pm 5:00pm Operations Committee Meeting (RM Guenther Parking Lot; RM-Boardroom; RM-Salado Room - 100 E Guenther Conf Ctr) 2:00pm 2:30pm Unloading Vehicle 6:00pm 7:30pm Updated: Martinez Creek Subcommittee Meeting (Bihl House Arts; 2803 Fredericksburg	12:30pm 4:00pm Basin Quest (Longscreek) 6:00pm 7:30pm Apache Creek Subcommittee Meeting (Guadalupe Cultural Arts Theatre; 1301 Guadalupe St. (78207))	10:30am 11:30am Updated: Activity Committee (Calaveras) 6:00pm 7:30pm Updated: Alazan Creek Subcommittee Meeting (Crockett Elementary Library; 2215 Morales Street (78207))	8:00am 1:30pm Updated: Leave for Austin for Demo at Teacher Retirement System of TX (1000 Red River Street Austin, TX 78701-2698) 8:00am 12:30pm Updated: Basin Quest (Arnold Elementary) 2:00pm 2:30pm Updated: Next Week's Board Meeting (IGCR) 3:45pm 5:00pm Dr's appt. (410 & Nacogdoches)	10:00am Reminder to email weekly updates 3:00pm 4:00pm Leon Valley Live Greenfest (Office Area)	8:00am 1:00pm 5th Annual Fall Fest (Medina River Natural Area) 9:00am 4:00pm Leon Springs Family Greenfest (Leon Springs Baptist Church 2 10:00am 4:00pm CPS-LiveGreenFest (Olmos Basin Park)

## Communications Committee

10.

Date: 12/10/2009

### Westside Creeks Update

**Submitted By:** Rudy Farias, Operations

**Division:** Operations

**Submitted For:** Rudy Farias

**Department:** Water Resources &  
Community Dvlpmnt

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### Information

#### CAPTION

#### **STATUS REPORT ON THE WESTSIDE CREEKS RESTORATION PROJECT**

##### Presenter

Rudy R. Farias

*Estimated Presentation Time: 10 minutes*

Since the August 27, 2009, Communications Committee Meeting, activities on the Westside Creeks Restoration Project, Conceptual Design Phase, focused on preparing for the second public workshop, recommending financial support for the development of a linear park, and reviewing forthcoming project activities and project schedule.

In September, the Westside Creeks Oversight Committee, subcommittees, large property owners, and technical staffs from the City of San Antonio, Bexar County, and San Antonio River Authority provided input on each catalyst site during a week-long work session. Comments varied and centered on the themes of safety, redevelopment, revitalization, connections, restoration, flood improvement, and water quality. This input was used to finalize the presentation materials used at the second work shop.

In October, the Committee reviewed and finalized the concepts for the second workshop. Irby Hightower, Co-chair of the San Antonio River Oversight Committee, shared his experiences as they pertained to the early years of the San Antonio River Oversight Committee and public input process. The Westside Creeks Oversight Committee also reviewed and recommended financial assistance support to San Antonio Alternative Housing Corporation to develop a linear park along Apache Creek to demonstrate the potential of the Westside Creeks project.

On Saturday, October 24, 2009, the second public workshop was held at the Progresso Theater. Approximately eight people participated in the workshop including Bexar County Commissioner Elizondo, who addressed the audience and spoke favorably about the project. In addition to Commissioner Elizondo, City of San Antonio Councilman David Medina had a staff member present and local artist Jesse Trevino also provided input.

In November, the oversight committee received an update from the consultant team on the stakeholder meetings, reviewed and discussed the project schedule and upcoming meeting topics, as well as suggested locations and dates for the final workshop. Looking forward, the oversight committee will begin discussing the restoration opportunities between the catalyst sites and is anticipating a final concept plan in June 2010.

## **Discussion**

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Date: 12/10/2009

75 Years of SARA Service Project Update

Submitted By: Karen Bishop, Executive  
Offices

Division: Executive Offices

Department:

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Information

CAPTION

**PRESENTATION, DISCUSSION, AND APPROPRIATE ACTION REGARDING THE 75 YEARS OF SARA SERVICE PROJECT, INCLUDING AUTHORIZATION FOR THE GENERAL MANAGER TO NEGOTIATE AND ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE UNIVERSITY OF TEXAS AT SAN ANTONIO MAKING THE UNIVERSITY THE PUBLIC REPOSITORY OF SARA'S HISTORICAL ARCHIVES**

Presenter

Karen Bishop

*Estimated Presentation Time: 15 minutes*

Phase 1 of the 75 Years of SARA Service project is focused on the enhancement and increased public accessibility of the River Authority's archives collection.

Since the last Communications Committee meeting, the River Authority has been working with the Archives Department of the University of Texas at San Antonio on the development of a Memorandum of Understanding (MOU) that would make UTSA the repository of the River Authority's archives collection. Under the MOU, UTSA would also perform all contractual archives work that previously the River Authority was seeking to fund under a National Historical Publications and Records Commission grant.

UTSA has offered to do that work for a one-time payment of \$40,000. Once the collection is established and housed at UTSA, the annual operation and maintenance cost to SARA is \$2,000. Combined, the fiscal year 2009/10 75 Years of SARA Service Project and archives maintenance budgets have sufficient funding for the one-time payment to UTSA. The annual O&M fee will be incorporated into future years' budgets, starting fiscal year 2010/11.

Legal counsel for UTSA and for the River Authority have reviewed draft language for the MOU, which is attached. Revisions to meet each agency's needs are still under discussion. Any revisions agreed by the parties by the date of the Communications Committee meeting will be distributed for review.

In addition, on November 25, 2009, the River Authority received notification from the Division of Preservation and Access of the National Endowment for the Humanities (NEH) that we have received a Preservation Assistance Grant for Smaller Institutions. Preservation work under this grant was designed to and will complement work targeted for UTSA. The River Authority requested \$6,000 from NEH for preservation efforts, and the actual grant amount will be announced in the upcoming weeks.

Phases 2 and 3 of the 75 Years of SARA Service project will address other deliverables that share SARA and river basin information with the public, including on-line and traditional historical compilations, a traveling display, and public events throughout the basin. As previously reported to the Committee, staff will be seeking funding for these two phases under the 2010/11 and 2011/12 budgets.

### **Recommendation**

Communications Committee support for presenting to the San Antonio River Authority Board of Directors a request to authorize the General Manager to negotiate and enter into a Memorandum of Understanding with the University of Texas at San Antonio establishing the University as the public repository of SARA's archives.

### **Discussion**

### **Vote**

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### **Attachments**

Link: [Draft UTSA MOU](#)

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## INTERLOCAL COOPERATION CONTRACT

THE STATE OF TEXAS  
COUNTY OF BEXAR

This Interlocal Cooperation Contract (this "Contract") is entered into by and between the Contracting Parties shown below pursuant to authority granted in and in compliance with the *Interlocal Cooperation Act, Chapter 791, Texas Government Code*.

### I. Contracting Parties

The Receiving Party: San Antonio River Authority ("River Authority") a local government of the State of Texas  
San Antonio River Authority  
Attn: Karen Bishop  
PO BOX 839980  
San Antonio, TX 78283

The Performing Party: The University of Texas at San Antonio ("UTSA") an institution of higher education and agency of the State of Texas.  
The University of Texas at San Antonio  
Attn: Mark Shelstad  
UTSA Libraries, Archives and Special Collections  
One UTSA Circle  
San Antonio, TX 78249  
Phone: 210-458-2385

### II. Statement of Services to be Performed

Performing Party will perform the following service(s):

1. Receiving Party will transfer to The Performing Party approximately 115 cubic feet and 2 terabytes of permanent, non-current records ("Collection") as identified by the Texas State Library and Archives Commission's Local Government Records Act. Title and control of Collection and all rights pertaining to Collection are vested to Performing Party.
2. Performing Party will rehouse paper-based materials and provide storage and access for said materials from Collection; and move electronic data from Collection to secure servers for storage and access. Performing party may digitally reformat various items or migrate existing digital content in the Collection to new technical environments as appropriate for preservation or access purposes.
3. Performing Party will arrange and describe Collection according to national best practices. Any empty binders, folders and envelopes, unused stationery, blank paper, duplicative materials, and newspapers, magazines and other publications that are neither by or about the Collection creator or not relevant to the Collection will be offered for return to Receiving Party before disposal. Performing Party will notify Receiving Party via certified mail of its intention to dispose of any Collection materials and will allow Receiving Party thirty (30) days to have such materials transported and delivered to an alternate location. If the Receiving Party does not arrange for such transportation and delivery, Performing Party may dispose of such Collection materials as it sees fit beginning ninety days after the notification was mailed.

4. Performing Party will make the Collection freely available to the public during its normal business hours according to its operating procedures.
5. Performing Party may perform or outsource additional services for electronic data and audio-visual materials on an as needed basis.

**III. Basis for Calculating Reimbursable Costs**

Supplies, audio-visual digitization and data storage (one-time)	Analysis Price: \$40,000
Storage for the Collection (due annually)	\$2,000
<b>TOTAL AMOUNT DUE</b>	<b>\$42,000</b>

**IV. Contract Amount**

The total amount of this Contract shall not exceed \$42,000.

**V. Payment of Services**

Receiving Party will remit payments to Performing Party for services satisfactorily performed under this Contract in accordance with the *Texas Prompt Payment Act, Chapter 2251, Texas Government Code*.

Payments made under this Contract will (1) fairly compensate Performing Party for the services performed under this Contract, and (2) be made from current revenues available to Receiving Party.

**VI. Warranties**

Performing Party warrants that (1) the services are necessary and authorized for activities that are properly within its statutory functions and programs; (2) it has the authority to contract for the services under authority granted in Chapter 65.31, *Texas Education Code*, and Chapter 791, *Texas Government Code*; (3) it has all necessary power and has received all necessary approvals to execute and deliver this Contract; and (4) the representative signing this Contract on its behalf is authorized by its governing body to sign this Contract.

Receiving Party warrants that (1) it has authority to perform the services under authority granted in Chapter 771, *Texas Government Code* and Chapter 791, *Texas Government Code*; (2) it has all necessary power and has received all necessary approvals to execute and deliver this Contract; and (3) the representative signing this Contract on its behalf is authorized by its governing body to sign this Contract.

**VII. Term of the Contract**

This Agreement is effective as of the later of December 1, 2009 or date fully executed by both parties ("Effective Date") and shall terminate on November 30, 2010.

**VIII. Option to Renew**

This contract may be extended provided all terms and conditions remain unchanged and in full force and effect. Option, if exercised, to be executed in the form of a Modification/Supplemental Agreement, to be issued not sooner than thirty days (30) prior to expiration of this contract, nor later than the final day of the contract period. This Option to Renew requires the mutual agreement of both parties. Refusal by

either party to exercise this Option to Extend shall require this contract to expire on the original or mutually agreed date. The normal extension period shall be in one (1) year increments.

**IX. Termination**

In the event of a material failure by a Contracting Party to perform its duties and obligations in accordance with the terms of this Contract, the other party may terminate this Contract upon thirty (30) days' advance written notice of termination setting forth the nature of the material failure; provided that, the material failure is through no fault of the terminating party. The termination will not be effective if the material failure is fully cured prior to the end of the 10<sup>th</sup> day period.

**X. Certification**

The Contracting Agencies certify that, (1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected State agencies, (2) the proposed arrangements serve the interest of efficient and economical administration of the State of Texas, and (3) the services, supplies or materials contracted for are not required by Section 21, Article 16 of the *Texas Constitution* to be supplied under contract given to the lowest responsible bidder.

**Executed effective as of the Effective Date by the following duly authorized representatives of the Contracting Parties:**

Performing Party  
The University of Texas at San Antonio

Receiving Party  
The San Antonio River Authority

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Pam Bacon

Name: Suzanne B. Scott

Title: Assoc. Vice President for Administration

Title: General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 12/10/2009

River Walk Watershed Implementation Program

Submitted By: Karen Bishop, Executive  
Offices

Division: Executive Offices

Department:

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Information

CAPTION

**DISCUSSION OF RECENT ACTIVITY OF THE RIVER WALK WATERSHED ALLIANCE UNDER THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY 319 NON-POINT SOURCE POLLUTION GRANT-FUNDED RIVER WALK IMPLEMENTATION PROGRAM, INCLUDING REVIEW AND DISCUSSION OF CONSULTANT SELECTION ACTIVITIES AND/OR CONSULTANT CONTRACT AUTHORIZATION, RENEWALS, AMENDMENTS OR EXTENSIONS**

Presenter

Steve Graham and Karen Bishop

*Estimated Presentation Time: 15 minutes*

In addition to providing an update of project activities, staff will review consultant selection activities and/or consultant contract authorizations, renewals, amendments or extensions for the River Walk Implementation Program.

In October, the San Antonio River Authority entered into a \$168,000 professional services contract with Thompson Marketing for the research, development, and delivery of environmental information and programming designed to reduce bacteria loading in the River Walk Watershed. Request for Proposal was appropriately published, three consultants submitted proposals, and the River Authority, on behalf of the seven-member committee overseeing the grant-funded River Walk Implementation Program, negotiated with Thompson Marketing to secure a contract.

During the meeting, staff will provide an overview of the consultant services contracted, the value-added services leveraged, and the watershed outreach campaign to be launched under this contract. Staff will also provide an update on recent activities of the seven-member committee, which has named itself the River Walk Watershed Alliance.

Discussion

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**Date: 12/10/2009**

**Status of SARIP Outreach Activities**

**Submitted By:** Steven Schauer,  
Intergovernmental and  
Comm Relations

**Division:** Intergovernmental and  
Comm Relations

**Department:**

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**Information**

**CAPTION**

**STATUS REPORT REGARDING PUBLIC OUTREACH EFFORTS  
SUPPORTING THE SAN ANTONIO RIVER IMPROVEMENTS PROJECT**

**Presenter**

Steven Schauer

*Estimated Presentation Time: 20 minutes*

The Intergovernmental and Community Relations (IGCR) Department is conducting a number of public outreach efforts to support the San Antonio River Improvements Project, including:

- Creation of a Museum Reach Urban Segment Visitor Guide Map\*
- Coordination with City of San Antonio's Convention and Visitors Bureau (CVB) to include the Museum Reach Urban Segment Visitor Guide Map in the city's office pocket guide\*
- Discussions underway with the CVB regarding the possible implementation of a self-guided, cell phone based tourist program for use along the San Antonio River and the greater downtown area
- Development and implementation of the Museum Reach River of Lights holiday lighting and activities
- Media outreach related to the Museum Reach, Eagleland and Mission Reach
- Planning for grand openings and public meetings related to the Eagleland Segment
- Redesigning the SARIP website
- Development and conduct of Mission Reach Ecosystem Restoration Educational Outreach
- Support of intergovernmental relations related to SARIP, particularly the Mission Reach
- Creation of supporting material for the Mission Reach\*
- Sponsorship of, in partnership with the National Park Service, the annual Get Outdoors event to be held at Mission San Jose on March 6, 2010
- Planning and implementation of groundbreaking and grand openings as necessary along the Mission Reach.

\*These materials will be distributed at the meeting.

**Discussion**

Date: 12/10/2009

**BRWM Communications Committee Update**

**Submitted By:** Steven Schauer,  
Intergovernmental and  
Comm Relations

**Division:** Intergovernmental and  
Comm Relations

**Department:**

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**Information**

**CAPTION**

**STATUS REPORT ON THE COMMUNICATIONS ACTIVITIES OF THE  
BEXAR REGIONAL WATERSHED MANAGEMENT (BRWM) PROGRAM**

**Presenter**

Steven Schauer

*Estimated Presentation Time: 10 minutes*

The Bexar Regional Watershed Management (BRWM) Program's Communications Committee is once again meeting on a regular basis to plan and implement communications strategies in support of the BRWM program. At the monthly meetings, Intergovernmental and Community Relations (IGCR) Department staff meet with representatives from the City of San Antonio and Bexar County to coordinate efforts. The BRWM Communications Committee is currently working on the following issues:

- **Illegal Dumping:** On behalf of the BRWM, the River Authority applied for and was awarded a \$50,000 grant from the Alamo Area Council of Governments (AACOG) to support a public information program related to illegal dumping. The BRWM Communications Committee is developing material that will be ready for distribution in early 2010 to support this program.
- **BRWM Brochure:** The Committee is revising the BRWM brochure which will be ready for distribution in early 2010.
- **BRWM Quarterly Electronic-Newsletter:** The Committee is developing a new communications tool--an electronic-newsletter--which will be ready for distribution by the second quarter of 2010.
- **BRWM Website:** The Committee is updating the BRWM website ([www.BexarFloodFacts.org](http://www.BexarFloodFacts.org)). The revised website will be launched in coordination with the distribution of the final Digital Flood Insurance Rate Maps (DFIRM).
- **DFIRM Outreach:** Via the media, IGCR will actively promote to the public the final DFIRMs when they are returned to our community by the Federal Emergency Management Agency (FEMA) in early 2010.

**Discussion**

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Date: 12/10/2009

**Environmental Awareness Initiative Update**

**Submitted By:** Lupe Moreno, Executive  
Offices

**Division:** Executive Offices

**Department:**

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**Information**

**CAPTION**

**STATUS REPORT ON THE SAN ANTONIO RIVER AUTHORITY'S  
ENVIRONMENTAL OUTREACH PROJECT**

**Presenter**

Steven Schauer

*Estimated Presentation Time: 10 minutes*

Implementation of the River Authority's Environmental Awareness Initiative will begin in January 2010. The initiative will use various mediums (e.g. print, radio and electronic) to distribute to the public environmental messaging related to watershed issues. The messaging will be designed to educate the public about important watershed issues and provide information regarding actions they can take to improve the health of the watershed.

The primary intent of this initiative will be to influence public behavior by empowering the public to make a positive impact on watershed health, thus giving the public ownership of the issue. The secondary intent is to raise public awareness of the River Authority, thus supporting the River Authority's goals of exemplifying environmental leadership, stewardship and expertise; enhancing community appreciation for the environmental resources of the San Antonio River and its tributaries; delivering a valued public service; and advancing a sustainable environment.

**Discussion**

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Date: 12/10/2009

Update regarding E-version of the River Reach Newsletter

**Submitted By:** Steven Schauer,  
Intergovernmental and  
Comm Relations

**Division:** Intergovernmental and  
Comm Relations

**Department:**

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**Information**

**CAPTION**

**STATUS REPORT REGARDING THE ELECTRONIC (E-VERSION) OF THE  
SAN ANTONIO RIVER AUTHORITY'S RIVER REACH NEWSLETTER**

**Presenter**

Gloria Rodriguez and Clint Marzec

*Estimated Presentation Time: 10 minutes*

This item provides a status report on an issue that was first discussed at the August 27, 2009, Communications Committee meeting. The Intergovernmental and Community Relations (IGCR) Department launched a new look for and incorporated new content into the River Reach quarterly newsletter in September 2009. IGCR intends to expand the use of this communications tool to enhance community appreciation for the San Antonio River basin and its tributaries by developing an electronic version of it. Since the September 2009 launch of the new River Reach, IGCR has been developing the electronic version which will be ready for distribution along with the December 2009 print issue.

**Discussion**

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Date: 12/10/2009

**Submitted By:** Lupe Moreno, Executive  
Offices

**Division:** Executive Offices

**Submitted For:** Suzanne B. Scott

**Department:**

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17.

**Information**

**CAPTION**

**GENERAL MANAGER'S REPORT CONCERNING THE FOLLOWING:**

- **UPCOMING EVENTS CALENDAR,**
- **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
- **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS.**

**Presenter**

Suzanne B. Scott

*Estimated Presentation Time: 10 minutes*

**Discussion**

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18.

**Information**

**CAPTION**

**ADJOURN**

**Presenter**

Mr. Roberto Rodríguez, Committee Chairman

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