

**MINUTES OF MEETING
GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Grand Haven Community Development District held a Regular Meeting on March 21, 2019, at 10:00 a.m., in the Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137.

Present at the meeting were:

Dr. Stephen Davidson	Chair
Tom Lawrence	Vice Chair
Marie Gaeta	Assistant Secretary
Ray Smith	Assistant Secretary
Kevin Foley	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Scott Clark	District Counsel
Barry Kloptosky	Operations Manager
Stacie Acrin	Grand Haven CDD Office
Robert Ross	Vesta/AMG
Jay King	Vesta/AMG
Roy Deary (via telephone)	Vesta/AMG
Nancy Crouch	Palm Coast Arts Foundation

Residents present were:

Charles Greer	Al Lo Monaco
Ron Merlo	John Polizzi
Mike Frichol	Adele Sanders
Dennis Amone	Rob Carlton
Mark Leo	Margie Check
Bob Knickerbocker	Karen Knickerbocker
Barbara Hamm	Roi Parris
Susan Campbell	John Giordano
Gary Amy	Arnold Herenstein
Veronica Kerr	Gloria Henrikson
Vic Natiello	Joan Robinson
Diane Howard	Jacqueline Mcelrath
Marty Garziglia	Joe Falco
Charles Steele	Patti Steele
William Rogers	Karen Rogers
Mark Schreiber	Sherry Martin
Charles Panelli	Ed Pakel
Brad Scott	Laura Foley

Sharon Walter
Kathleen Fuss

Stephanie Johnson
Denise Gallo

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. McGaffney called the meeting to order at 10:06 a.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

MODIFICATIONS TO AGENDA

There were no modifications to the agenda. Going forward, this item should be removed from all agendas.

FOURTH ORDER OF BUSINESS

CONSULTANTS, GUEST REPORTS & PRESENTATIONS

Ms. Nancy Crouch, of the Palm Coast Arts Foundation, discussed the turtle sculpture that was donated to the CDD. As there would eventually be a map of all the turtle sculptures, concerns arose about controlled access into the community. If the District has a problem with the turtle being identified on a map, she was willing to notate on the map that the District's turtle could only be viewed by appointment and she, as a resident, would meet anyone that wanted to view the turtle. Supervisors Davidson and Gaeta felt that was a good compromise. Supervisor Davidson thanked Ms. Crouch for her work on the project. Ms. Crouch stated that drink coasters with information about the sculpture would be distributed on Monday, following the 5:00 p.m., unveiling and dedication. She asked if Mr. Ross could send an e-blast notifying residents of the event, which would be attended by the press and possibly a few politicians.

Supervisor Smith agreed with Ms. Crouch's compromise and suggested that specific instructions be provided to the guards.

FIFTH ORDER OF BUSINESS

PUBLIC COMMENTS (3-Minute Rule; Non-Agenda Items)

Mr. Mike Frichol, a resident, stated that, last February, he presented safety issues with the Creekside and North Village intersection and questioned why nothing had been done, as he felt it was dangerous. Mr. Kloptosky stated that this took a long time due to the difficulty in engaging a company to complete the required traffic study. The results of the traffic study were pending. Discussion ensued regarding options, why an official traffic study was necessary, etc, the next steps, contacting the City, etc.

Ms. Adele Sanders, as resident, read the following letter:

"Dear CDD Board Members,

My name is Adele Sanders and with my husband currently live on the Lagare St. The reason for attending this meeting is that I, and a number of my Zumba participants who are also here, want you to know that our pre-scheduled Zumba sessions are often being canceled so that an incoming activity can take our time slots.

Having a variety of activities for GH residents is an important aspect of living in Grand Haven. Are you aware that a group wanting to have a "special" activity in this Grand Haven room can ask for and are given the day and time they mention without being advised that something is already scheduled then? Did you know that no alternative timing is suggested to them so that the pre-scheduled activity isn't disrupted or canceled? A recent example occurred just last Thursday, March 14th, when no alternative day or time was suggested nor was the event spokesperson even told that an activity was already scheduled for this room. She says she would have chosen a different day and/or time had she been told. This "silence" appears to be the policy.

Members of the Board, our Zumba sessions have experienced such cancellations to our pre-scheduled sessions. We are feeling very "picked on"! What's even more surprising to me and our participants is that there are some daytime activities using this GHR that have NEVER been canceled to allow another group access! And we don't even need set up or tear down help!

Our 55-minute Zumba sessions provide attendees with both health and social benefits in a fun, lively, and non-threatening environment. In order to hold the Zumba sessions here in Grand Haven, I, and our Zumba participants, have accepted a very, varied time schedule. We have had our times shifted to later in the day, sometimes with only an e-blast of notification; and more often than that, we have had our sessions canceled with an e-blast as notification. Despite all of this irregularity, our participant numbers continue to grow. And, so do our

questions about the “first come, first served” CDD policy of honoring or respecting pre-scheduled activities.

In conclusion, CDD Board members, Zumba deserves greater respect for the times our sessions are scheduled by not giving those pre-scheduled times away. An inquiring person or group needs to be told that an activity is already scheduled in the GHR for the time/day they have mentioned and provided with an available day or time option. Finally, if an activity MUST be canceled, maybe an activity’s time slot other than Zumba’s, should be considered when no other openings exist.

And, just as a P.S., this month we are canceled 30% of our sessions. Last month we were canceled 25% of our sessions. Thank you very much for your indulgence.”

Mr. Dennis Amone, a resident, stated that Front Street Waterfront Park was not being maintained, despite many calls to Mr. Kloptosky. He discussed the condition of the gazebo, ants, bees nests in the roof, dock railings, etc., and questioned if the number of maintenance personnel was sufficient for the size of the community. He felt that maintenance of the community needs to be better organized. He discussed maintenance issues and items that he believed were no longer in the community because they were not maintained. Supervisor Gaeta recalled her discussion with Mr. Amone on Tuesday. She indicated that the roof was already approved in that area and it was scheduled soon. Mr. Kloptosky stated that Mr. Amone made valid points. The crew was currently shorthanded and, as staff is qualified and it was difficult to find contractors to perform the work and do so at a fair price, a lot of work was being done in house. Pier renovations were already scheduled and the gazebo roof replacement was scheduled to begin April 1st, followed by the remaining issues. Mr. Amone stated that he understands Mr. Kloptosky’s situation but he felt that it is taking too long and they are waiting until it is deteriorating. Supervisor Gaeta discussed the Capital Improvement Plan (CIP), and difficulty getting contractors to come. Mr. Amone reiterated his opinion that the District lacks organization, with respect to staffing, maintenance, etc. Mr. McGaffney advised Mr. Amone to email Management with his concerns.

Mr. Mark Schreiber, a resident, supported Mr. Frichol’s opinions about the Creekside intersection. He felt that a stop sign exiting would be appropriate. He noted that large trucks that come in at the North Gate cannot gain access and must turn around. Mr. Kloptosky explained that GPS takes them to that gate. Mr. Schreiber suggested larger signs.

Supervisor Davidson stated that the Board always takes resident comments under advisement and the Board does its best, in the most efficient time possible but, unfortunately, construction issues are very difficult in this environment with a lot of construction occurring.

SIXTH ORDER OF BUSINESS

STAFF REPORTS

A. District Engineer: *DRMP, Inc.* [David Sowell]

There being no report, the next item followed.

- **Discussion on/Consideration of: One-Year Extension to Management Services Agreement Between District and Management Company**
This item, previously Item 8A, was presented out of order.

Mr. Clark recalled prior approval to advertise a Request for Proposals (RFP) for Amenity Management Services because Vesta Property Services, Inc./Amenity Management Group, Inc. (Vesta/AMG) proposed a 4% price increase; however, at the Continued Meeting, Vesta/AMG indicated that they would honor the current contract price for one more year and sent a confirmation letter. Discussion of the contract extension resumed during Item 6D.

B. Amenity Manager: *Amenity Management Group, Inc.* [Robert Ross]

Supervisor Gaeta recalled discussion about the Holiday Schedule and the cost to open the amenity facilities on Thanksgiving, Christmas and New Year’s. She asked if Vesta/AMG had employees from outside the District that would be willing to work on those holidays, should the District’s employees wish to be off on the holidays, and if a manager must be on duty if the facilities are open. Mr. Deary stated it was difficult to envision a manager from another community managing the District’s amenities on those days. Along with Vesta/AMG’s overall consideration for all its employees to have time off for the winter holidays, he urged the Board and residents to think about their overall philosophy of how they want to run the community, resident enjoyment and Vesta/AMG’s objective to keep good employees by creating a work/life balance, as much as possible. Those holidays were when employees could reasonably expect to be off. He felt that the system that has been in place for numerous years has worked well.

Mr. Ross agreed that Zumba was canceled on several occasions but, unfortunately, it was because there were a number of memorial services on Saturdays, which take priority over other activities in the Grand Haven room. Supervisor Lawrence believed that, if something was scheduled and anyone came later requesting the space, regardless of if it was for a memorial

service, the answer would be no. Mr. Ross stated that he viewed a memorial service as more important. Mr. McGaffney asked if the Amenity Policy stated that rentals take priority over other activities. Mr. Ross replied affirmatively. Supervisor Davidson asked if memorial services were generally held on Saturdays. Mr. Ross replied affirmatively. Supervisor Davidson asked if both could be held on the same day. Supervisor Gaeta felt that people would be more understanding if an e-blast was sent explaining why the Grand Haven room was not available.

Ms. Sanders believed that the CDD has a “first come, first served” policy and asked that the focus not be on memorial services, as she thought the February cancelations were not due to memorial services. She discussed times when Zumba was canceled by other activities, such as Bingo, and other activities that were not cancelled. Mr. King suggested allowing Amenity Management to evaluate the situation and policies and work this out with the Zumba group.

Supervisor Foley asked what happens to the data when resident access cards are scanned. Ms. Acrin stated that the information is exported and kept. Supervisors Foley asked if a record was kept of what activity the person was attending. Supervisor Gaeta stated there are sign-in sheets. Supervisor Foley asked what the sign-in sheet information is used for. Mr. Ross stated nothing but they are kept for seven years. Mr. Kloptosky stated that he used them on occasion, if there was an issue. Supervisor Gaeta stated that Mr. Ross was recently tasked with determining amenity usage and a Reserve Study would be performed in the future.

C. Operations Manager: *Barry Kloptosky*

- **Updated CIP**

Mr. Kloptosky discussed the following:

- Village Center Pickleball and Creekside Croquet Court Awnings: Installation was completed; pavers must be replaced around the posts at Creekside.
- Replacement of HVAC Units and Ducts at Creekside: Replacement was completed and the systems were operational. The project ran three or four days over the anticipated completion date, as additional duct issues were discovered. The facility remained closed a few days longer than expected due to air quality issues.
- Center Park Gazebo Roof: Work would commence on April 1st and was expected to take three days to complete.
- Main Guardhouse Roof: Work would commence upon completion of the Center Park Gazebo roof and would take approximately three days to complete. This would require closure of some lanes at the entrance.

Work on the guardhouse and gazebo, railings, the dock and bees were discussed.

➤ Wild Oaks Exit Gate Curb Design: A proposal was obtained from one contractor, which he felt was expensive, at \$25,000; although, at this time, all prices were up. Other proposals were requested but it had been difficult getting other contractors to respond. There were no recent incidents at the gate. Noting Mr. Kloptosky's comment regarding prices and the current economy, Supervisor Foley questioned how long the project should wait. Mr. Kloptosky stated that how long to wait was the Board's decision.

➤ Pond 14 Pond Bank Erosion: The project was put out to bid and one contractor responded; however, he felt that the bid of approximately \$35,000, not including landscaping, was extremely high so he did not want to consider it. Another contractor finally provided an estimate for \$6,000; a formal proposal would be provided.

➤ Increasing Field Staff: It would be beneficial to increase the number of field staff positions from four to six, which would allow more work to be completed in-house. Currently, three of the four field positions were filled and the available position was advertised but there were few qualified candidates.

A discussion about increasing staff would be added to the next workshop agenda.

➤ Golf Cart Crossing on Egret: Obtained a preliminary estimate of about \$8,300 for the equipment to be installed; a proposal would be presented at the next meeting.

The consensus was for Mr. Kloptosky to proceed with the golf course crossing project and the Pond 14 erosion repairs, subject to the prices being within his spending authority.

➤ Bathroom Renovations: Still trying to locate contractors who can perform commercial work and work for a governmental entity.

➤ Village Center Stucco Repair Project Request for Proposals (RFP): The RFP was advertised and one contractor and one consulting firm attended the March 13th mandatory pre-bid meeting. The bids were due April 1st and would be presented at the next meeting.

Discussion ensued regarding the lack of respondents, why many contractors will not perform work for governmental entities, difficulty finding contractors to work on due to the current boom in the economy and this issue not being unique to this District.

➤ Community Information Guide (CIG): Underway but delayed.

Supervisor Gaeta distributed a draft of the CIG and raised questions about whether the CIG should only include owners or if it should include non-owner residents. She asked if the Board was comfortable with her and Ms. Acrin updating and revising the CIG. Ms. Acrin

suggested a mandatory process for compiling the CIG information, as some owners/residents might have thought their information would automatically roll over into the new CIG, which it did not. Supervisor Lawrence asked how many other CDDs have CIGs. Mr. McGaffney stated that Grand Haven CDD was the only one that he was aware of. Supervisor Lawrence questioned the practicality of the CIG and whether it was necessary to include owner/resident information in it. Supervisor Gaeta agreed that removing the owner/resident information would simplify the process. Supervisor Davidson stated that he frequently utilizes the owner/resident information part of the CIG.

This item was deferred to the next workshop to discuss extending the deadline with the publisher, communicating with advertisers, reopening mandatory registration and reviewing necessary updates to the CIG, CDD and community information.

D. District Counsel: *Clark & Albaugh, LLC* [Scott Clark]

Mr. Clark provided the following update:

- Palm Coast Interlocal Agreement: The Board previously approved the Agreement and the City planned to consider it at its March 19th meeting.
- Mailbox Issue: Per the Board’s previous direction, a letter was sent to the Palm Coast Postmaster; a response was pending.
- Hurricane Matthew FEMA Matters: Some portions of the overall claim were paid but parts of the claim continue to be delayed due to the debris issue. The requested information was submitted several times.
- Hurricane Irma FEMA Claim: FEMA was preparing to fund the claims.
- **Resolution 2019-05, Authorizing and Ratifying the Subaward and Grant Agreement for FEMA Public Assistance Related to Hurricane Irma, Authorizing the Chairman to Execute Same and Establishing an Effective Date**

This item was an addition to the agenda.

Mr. Clark requested authorization for the Chair to execute the form of Agreement so that the Agreement can be submitted, prior to the next meeting.

On MOTION by Supervisor Smith and seconded by Supervisor Gaeta, with all in favor, Resolution 2019-05, Authorizing an Ratifying the Subaward and Grant Agreement for FEMA Public Assistance Related to Hurricane Irma, in substantial form, Authorizing the Chairman to Execute Same, and Establishing an Effective Date, was adopted.

For the next workshop, Supervisor Davidson asked for a full accounting of all claims submitted to FEMA and insurance, the amounts paid and the anticipated amounts to be paid.

▪ **Discussion on/Consideration of: One-Year Extension to Management Services Agreement Between District and Management Company**

Discussion of this item, previously Item 8A and introduced during Item 6B, resumed.

Mr. Clark stated that the Vesta/AMG contract expires on September 30, 2019. The contract was structured to be a continuing contract that the Board could renew annually, provided the terms remain the same. As Vesta/AMG agreed not to increase its fee, the Board could consider renewing the contract for one additional year.

On MOTION by Supervisor Davidson and seconded by Supervisor Lawrence, with all in favor, the Second Amendment to the Amenity Management Services Agreement with Vesta Property Services, Inc./Amenity Management Group, Inc., to extend the services for one year, subject to the same contract terms, was approved.

E. District Manager: *Wrathell, Hunt and Associates, LLC* [Howard McGaffney]

Supervisor Foley asked for the status of the Reserve Study. Mr. McGaffney stated that Dreux Isaac & Associates (DIA) was engaged and an on-site meeting was scheduled for April 23rd. Initial information was already provided to DIA.

Regarding the Zumba schedule, Mr. King stated that the goal was to accommodate everyone and they would try to reach an agreement with any compromised group.

The meeting recessed at 12:20 p.m.

The meeting reconvened at 12:35 p.m.

SEVENTH ORDER OF BUSINESS

CONSENT AGENDA ITEMS

A. APPROVAL OF UNAUDITED FINANCIAL STATEMENTS

i. Unaudited Financial Statements as of January 31, 2019

Mr. McGaffney presented the Unaudited Financial Statements as of January 31, 2019.

Regarding why "Sidewalk repairs & replacement" was at 144% and if the work was being performed in-house or subcontracted, Mr. Kloptosky stated a little of both. Small work was being completed in-house but, with the aging community, more Americans with Disability Act (ADA) issues were being discovered. He suggested increasing the budget line item. Discussion

ensued regarding products being tested on the sidewalks, repairing cracks, how new sidewalks are constructed, worker’s compensation insurance expense and switching coverage to Egis.

B. APPROVAL OF MINUTES

i. February 7, 2019 Community Workshop

Supervisor Gaeta stated that she submitted her edits to Management.

Discussion ensued regarding Lines 222 through 224; Supervisor Foley believed that the intent of his comment was that “the Board should not be deciding what amenities to replace, in particular, the Petanque court, and that it ought to be a group of folks”. Management Staff would listen to the audio to determine the context and Mr. McGaffney would make a determination of whether an edit was necessary; the Board would be notified of the outcome.

ii. February 21, 2019 Regular Meeting

On MOTION by Supervisor Gaeta and seconded by Supervisor Davidson, with all in favor, Consent Agenda Item A and Item B, as amended to include the revisions to the minutes previously submitted to Management and revisions to Lines 222 through 224 of the February 7, 2019 Community Workshop Minutes, if necessary, subject to Management’s review, were approved.

EIGHTH ORDER OF BUSINESS

BUSINESS ITEMS

A. Discussion on/Consideration of: One-Year Extension to Management Services Agreement Between District and Management Company

This item was introduced during Item 6B and discussed further during Item 6D.

B. Discussion: Amenity Management Program Timing

Supervisor Davidson recalled the idea of providing Mr. Ross with a Board statement in support of amenity timing and scheduling being at the Amenity Manager’s discretion.

On MOTION by Supervisor Davidson and seconded by Supervisor Smith, with all in favor, the Board statement in support of program timing and scheduling being at the discretion of the Amenity Manager, was approved.

C. Discussion: Amenity Parking Policies

This item was discussed following Item 8E.

D. Discussion: Holiday Schedule

Supervisor Davidson presented a draft Amenity Holiday Schedule Community Survey for property owners and/or renters regarding the District's Holiday Schedule. He suggested including it with the 197 Letter that will be sent to property owners. The survey would gauge potential usage of the amenities on the specified holidays and which amenities would likely be utilized if the amenities were open and staffed on the holidays. Supervisor Gaeta asked how Amenity Management would handle opening and staffing the facilities with an Amenity Manager and facilitators, if none of the employees wanted to work on the holidays. Mr. King stated that Amenity Management's first approach would be to staff the amenities with those that volunteer to work on the holidays, at an increased hourly rate, but not to require the Amenity Manager to work on the holidays, as rewarding an hourly employee with higher pay for working on the holiday is different than requiring a salaried Manager to relinquish their holidays. If there were not enough volunteers, Vesta/AMG would try to pull employees from other communities to staff those days. Mr. Clark would research whether restroom access must be provided if certain facilities were opened. Supervisor Foley's preference was to open the amenities on the holidays from 8:00 a.m., to 12:00 p.m., with the exception of the café.

Supervisor Smith was in favor of surveying the community but noted that there would not be a 100% response; only those that were interested would respond. He preferred to leave out the paragraph about a nominal assessment increase to cover the expense of keeping the amenities open on the specified holidays. He also would be in favor of opening the amenities on the holidays for a season and "trying it". Supervisor Foley questioned why do a survey, as "most respondents are going to say no, I'm not going to use it so why do it, we know what the answer is going to be". Supervisor Davidson stated that the reason to do it is that the Board represents all the taxpayers of the District and policies should be set based on what the constituency wants. Supervisor Smith stated "We know that 95% of this entire community does not play tennis or utilize any one of these, so you cannot be looking for a majority." Supervisor Davidson stated that he did not say that. Supervisor Smith stated if it takes a survey for the Board to convince itself that it would be an attractive thing to do then he would support a survey but he was also willing to say that Thanksgiving is a "Thursday afternoon thing; you don't have turkey for breakfast" so everyone could be notified in advance that the amenities would be open on Thanksgiving from 7:00 a.m., to noon. Supervisor Gaeta supported the survey. Supervisor Lawrence was concerned that the survey results would be skewed in direction of those that want to use the amenities on the holidays, as those that are not

interested in using them on the holidays would probably not respond to the survey. Supervisor Davidson felt that a survey was the only way to obtain a legitimate data point return.

Mr. McGaffney discussed the potential benefits of a survey and noted that the 197 Letter is only sent if assessments were increasing. Debate ensued regarding whether a survey would be beneficial, potential usage if the amenities were open on the holidays and whether the cost to open them would be justified, etc.

Mr. Charles Steele, a resident, stated that he appreciated the idea of a survey but felt that the question could be as simple as the “survey” he posted on Nextdoor Neighbor, which asked the yes or no question of whether the person wanted the amenities open on the holidays. He discussed the results of his unscientific survey and acknowledged the inability to limit responses to CDD owners/residents and prevent people from responding more than once.

Mr. John Polizzi, a resident, was in favor of the survey but felt it should be simple and avoid trying to make respondents select which amenities they would use, if they were open.

Ms. Kathleen Fuss, a resident, agreed with the discussion but felt that the concept of opening both facilities could be considered later.

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, enclosing a resident/property owner survey regarding the District’s Amenity Holiday Schedule in the 197 Letters, was approved.

E. Discussion: Definition of Closed, Related to Amenity Facilities

This item would be added to the Open Items List.

▪ **Discussion: Amenity Parking Policies**

This item, previously Item 8C, was presented out of order.

Supervisor Davidson referred to District Counsel’s redline version of Amenity Rule Updates, behind Tab 6D. Exceptions to the Parking Rules, enforcement of the Parking Rules, designating front spots at Creekside for temporary parking for office business, whether to tow, locating parking violators, etc., were discussed. The following changes were made:

- Exceptions to the Parking Rules: Add the exceptions to the Parking Rules to the Policies.
- Section (5), Line 5: Insert “,” after “overnight” and change “Guest ad” to “Guests and”

Mr. McGaffney asked each Board Member to provide Mr. Clark with their suggestions and that this matter be discussed at the April meeting.

▪ **Field Manager Annual Evaluation Results**

This item was an addition to the agenda.

Mr. McGaffney presented the results of Mr. Kloptosky’s annual evaluation and stated that he qualified for the maximum bonus and a Consumer Price Index (CPI) adjustment of 2.5%, in accordance with his employment agreement. The increase would be effective April 1st.

NINTH ORDER OF BUSINESS

OPEN ITEMS

Add: “Definition of Closed, Related to Amenity Facilities”

TENTH ORDER OF BUSINESS

SUPERVISORS’ REQUESTS

Supervisor Davidson read the letter received from Firewise recognizing the District as a Firewise Community and for its ten years of participation in the Firewise Program.

Supervisor Gaeta discussed her time spent on CDD matters and the minutes and suggested a workshop item to discuss other Supervisors getting involved and sharing the pre and post-meeting/workshop tasks. With regard to the minutes, Mr. McGaffney stated that this CDD goes beyond what others do and agreed this would be a good workshop discussion topic.

Supervisor Davidson stated that the May article for the Oak Tree is due April 15th and asked for a volunteer to write the CDD’s articles for the Oak Tree. Supervisor Foley volunteered.

ELEVENTH ORDER OF BUSINESS

**UPCOMING WORKSHOP/MEETING DATES
[10:00 AM]**

A. COMMUNITY WORKSHOP: April 4, 2019

The next workshop will be held on April 4, 2019 at 10:00 a.m.

B. BOARD OF SUPERVISORS MEETING: April 18, 2019

The next meeting will be held on April 18, 2019 at 10:00 a.m.

TWELFTH ORDER OF BUSINESS

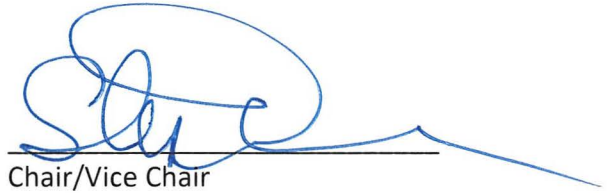
ADJOURNMENT

There being nothing further to discuss, the meeting adjourned.

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, the meeting adjourned at 2:00 p.m.

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Secretary/Assistant Secretary

A handwritten signature in blue ink, featuring a large, prominent loop at the top and a long, sweeping tail extending to the right, positioned above a horizontal line.

Chair/Vice Chair