

**MINUTES OF MEETING  
SUGARLOAF COMMUNITY DEVELOPMENT DISTRICT**

An Organizational Meeting of the Sugarloaf Community Development District was held on June 14, 2023 at 10:00 a.m., at the office of Andreyev Engineering, 1170 W. Minneola Ave., Clermont, Florida 34711.

**Present at the meeting were:**

Matthew Young	Chair
Matt Cuarta	Vice Chair
Suzanne Lupia	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Kyle Magee	District Counsel
Major Stacy (via telephone)	Interim District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 11:10 a.m. Supervisors Young, Cuarta and Lupia, were present. Supervisors-Elect Bray and Lemons were not present.

Mr. Wrathell recapped the results of the Landowner’s Election as follows:

Seat 1	Matthew Bray	100 votes	Four-year Term
Seat 2	Matthew Young	100 votes	Four-year Term
Seat 3	Matt Cuarta	80 votes	Two-year Term
Seat 4	Suzanne Lupia	80 votes	Two-year Term
Seat 5	Dawn Lemons	80 votes	Two-year Term

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**GENERAL DISTRICT ITEMS**

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Elected Board of Supervisors (the following will be provided in a separate package)**

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Matthew Young, Mr. Matt Cuarta and Ms. Suzanne Lupia.

The Board Members were already familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. Financial Disclosure Forms**
  - I. Form 1: Statement of Financial Interests**
  - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

This item was presented following the Fifth Order of Business.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-02. Mr. Young nominated the following slate:

- |                     |                |
|---------------------|----------------|
| Chair               | Matthew Young  |
| Vice Chair          | Matt Cuarta    |
| Secretary           | Craig Wrathell |
| Assistant Secretary | Suzanne Lupia  |
| Assistant Secretary | Matthew Bray   |
| Assistant Secretary | Dawn Lemons    |

Treasurer

Craig Wrathell

Assistant Treasurer

Jeff Pinder

No other nominations were made.

**On MOTION by Mr. Lupia and seconded by Mr. Young, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

- **Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

**This item, previously the Fourth Order of Business, was presented out of order.**

Mr. Wrathell presented Resolution 2023-01.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**ORGANIZATIONAL ITEMS**

**SIXTH ORDER OF BUSINESS**

**Consideration of the Following Organizational Items:**

- A. **Resolution 2023-03, Appointing and Fixing the Compensation of the District Manager and Methodology Consultant; Providing an Effective Date**
  - **Agreement for District Management Services: Wrathell, Hunt and Associates, LLC**

Mr. Wrathell presented Resolution 2023-03 and the Fee Schedule and Management Agreement. As the CDD is expected to be dormant for a while, WHA reduced its fee to \$1,000 per month, prior to issuance of the first series of bonds; once bonds are issued, the normal monthly fee will commence.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-03, Appointing and Fixing the Compensation of Wrathell, Hunt and Associates, LLC as the District Manager and Methodology Consultant; Providing an Effective Date, was adopted.**

**B. Resolution 2023-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date**

- **Retention and Fee Agreement: Kutak Rock LLP**

Mr. Wrathell presented Resolution 2023-04 and the Kutak Rock LLP Retention and Fee Agreement.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted and the Kutak Rock LLP Retention and Fee Agreement, was approved.**

**C. Resolution 2023-05, Designating a Registered Agent and Registered Office of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-05.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-05, Designating Jonathan Johnson as the Registered Agent and Kutak Rock LLP, 107 West Collage Avenue, Tallahassee, Florida 32301 as the Registered Office of the District; and Providing for an Effective Date, was adopted.**

**D. Resolution 2023-06, Appointing an Interim District Engineer for the Sugarloaf Community Development District, Authorizing its Compensation and Providing for an Effective Date**

- **Interim Engineering Services Agreement: Appian Engineering, LLC**

Mr. Wrathell presented Resolution 2023-06 and the Interim Engineering Services Agreement and accompanying Exhibits.

**On MOTION by Mr. Cuarta and seconded by Ms. Lupia, with all in favor, Resolution 2023-06, Appointing an Interim District Engineer for the Sugarloaf Community Development District, Authorizing its Compensation and Providing for an Effective Date, was adopted and the Appian Engineering, LLC Interim Engineering Services Agreement and accompanying Exhibits, were approved.**

**E. Authorization of Request for Qualifications (RFQ) for Engineering Services**

Mr. Wrathell presented the RFQ for Engineering Services and Competitive Selection Criteria.

**On MOTION by Ms. Lupia and seconded by Mr. Young, with all in favor, the Request for Qualifications for Engineering Services and Competitive Selection Criteria and authorizing Staff to advertise, were approved.**

**F. Board Member Compensation: 190.006 (8), F.S.**

The Board Members declined compensation.

**G. Resolution 2023-07, Designating the Primary Administrative Office and Principal Headquarters of the District; Designation the Location of the Local District Records Office; and Providing an Effective Date**

This item was deferred.

**H. Resolution 2023-08, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date**

- **Authorization to Obtain General Liability and Public Officers' Insurance**

Mr. Wrathell presented Resolution 2023-08.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-08, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date, was adopted.**

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, authorizing Staff to obtain General Liability and Public Officers' Insurance, was approved.**

- I. **Resolution 2023-09, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date**

Mr. Wrathell presented Resolution 2023-09.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-09, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.**

- J. **Resolution 2023-10, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date**

Mr. Wrathell presented Resolution 2023-10.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-10, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date, was adopted.**

- K. **Resolution 2023-11, Granting the Chairperson and Vice Chairperson the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-11. This Resolution grants the Chair and Vice Chair and other officers, in the Chair’s absence, the authority to work with the District Engineer, District Counsel and District Staff and to execute certain documents in between meetings, to avoid delays in construction.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-11, Granting the Chairperson and Vice Chairperson the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**L. Resolution 2023-12, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the District and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-12.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-12, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the District and Providing for an Effective Date, was adopted.**

**M. Authorization of Request for Proposals (RFP) for Annual Audit Services**

Mr. Wrathell presented the RFP For Annual Audit Services.

- **Designation of Board of Supervisors as Audit Committee**

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the Request for Proposals for Annual Audit Services, authorizing the District Manager to advertise the RFP and designating the Board of Supervisors as the Audit Committee, was approved.**

**N. Strange Zone, Inc., Quotation #M23-1018 for District Website Design, Maintenance and Domain Web-Site Design Agreement**

Mr. Wrathell presented the Strange Zone, Inc. (SZI) proposal.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Strange Zone, Inc., Quotation #M23-1018 for District Website Design, Maintenance and Domain Web-Site Design Agreement, in the amount of \$1,679.99, was approved.**

**O. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit**

Mr. Wrathell presented the ADA Site Compliance proposal.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the annual amount of \$210, was approved.**

**P. Resolution 2023-13, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date**

**I. Rules of Procedure**

**II. Notices [Rule Development and Rulemaking]**

These items were included for informational purposes.

Mr. Wrathell presented Resolution 2023-13.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-13, to Designate August 16, 2023 at 10:00 a.m., at the office of Andreyev Engineering, 1170 W. Minneola Ave., Clermont, Florida 34711 as the Date, Time and Place for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.**

**Q. Resolution 2023-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

This item was deferred.

**R. Resolution 2023-15, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-15.



**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-15, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.**

**S. Stormwater Management Needs Analysis Reporting Requirements**

Mr. Wrathell stated CDDs must prepare a Stormwater Management Needs Analysis Report every five years; however, as the due date for submittal of the initial Report has passed and there is no interim reporting requirement, a Report will be prepared when necessary.

**BANKING ITEMS**

**SEVENTH ORDER OF BUSINESS**

**Consideration of the Following Banking Items:**

**A. Resolution 2023-16, Designating a Public Depository for Funds of the District and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-16.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-16, Designating Truist Bank as Public Depository for Funds of the District and Providing an Effective Date, was adopted.**

**B. Resolution 2023-17, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-17. Funding requests should be sent to Mr. Young.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-17, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was adopted.**

**BUDGETARY ITEMS**

**EIGHTH ORDER OF BUSINESS**

**Consideration of the Following Budgetary Items:**

**A. Resolution 2023-18, Approving the Proposed Budget for Fiscal Year 2022/2023 and Setting the Public Hearing Thereon Pursuant to Florida Law and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-18. He reviewed the proposed Fiscal Year 2023 budget, which will be Landowner-funded, meaning the expenses funded as they are incurred. Advance funding of bond-related items will be reimbursed to the Landowner from the bond proceeds.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-18, Approving the Proposed Budget for Fiscal Year 2022/2023 and Setting the Public Hearing Thereon Pursuant to Florida Law for August 16, 2023 at 10:00 a.m., at the office of Andreyev Engineering, 1170 W. Minneola Ave., Clermont, Florida 34711, and Providing for an Effective Date, was adopted.**

**B. Fiscal Year 2022/2023 Budget Funding Agreement**

Mr. Wrathell presented the Fiscal Year 2022/2023 Budget Funding Agreement.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the Fiscal Year 2022/2023 Budget Funding Agreement, was approved.**

**C. Resolution 2023-19, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting the Public Hearing Thereon Pursuant to Florida Law and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-19 and the proposed Fiscal Year 2024 budget.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-19, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting the Public Hearing Thereon Pursuant to Florida Law for August 16, 2023 at 10:00 a.m., at the office of Andreyev Engineering, 1170 W. Minneola Ave., Clermont, Florida 34711, and Providing for an Effective Date, was adopted.**

**D. Fiscal Year 2023/2024 Budget Funding Agreement**

Mr. Wrathell presented the Fiscal Year 2023/2024 Budget Funding Agreement.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the Fiscal Year 2023/2024 Budget Funding Agreement, was approved.**

- E. Resolution 2023-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes**

Mr. Wrathell presented Resolution 2023-20.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes, was adopted.**

- F. Resolution 2023-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2023-21.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.**

- G. Resolution 2023-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date**

Mr. Wrathell presented Resolution 2023-22.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.**

- H. Resolution 2023-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-23.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

- I. Resolution 2023-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-24.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.**

- J. Consideration of Resolution 2023-25, Authorizing an Individual Designated by the Board of Supervisors to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided In the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate Of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-25.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-25, Authorizing an Individual Designated by the Board of Supervisors to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided In the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate Of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**K. Consideration of E-Verify Memo with MOU**

Mr. Wrathell presented E-Verify information related to the requirement for all employers to verify employment eligibility utilizing the E-Verify System and for the CDD to enroll with E-Verify and execute a Memorandum of Understanding (MOU) with E-Verify.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, acknowledging the E-Verify Memo requirements, as set forth in the Memorandum of Understanding, and authorizing enrollment and utilization of the E-Verify program, was approved.**

**BOND FINANCING ITEMS**

**NINTH ORDER OF BUSINESS**

**Consideration of the Following Bond Financing Related Items:**

**A. Bond Financing Team Funding Agreement**

Mr. Wrathell presented the Bond Financing Team Funding Agreement.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the Bond Financing Team Funding Agreement with Richland Developers – Florida, Inc., was approved.**

**B. Engagement of Bond Financing Professionals**

- I. Underwriter/Investment Banker: \_\_\_\_\_
- II. Bond Counsel: \_\_\_\_\_
- III. Trustee, Paying Agent and Registrar: \_\_\_\_\_

These items were deferred.

- C. **Resolution 2023-26, Designating a Date, Time, and Location of a Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2023-26.

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, Resolution 2023-26, Designating a Date, Time, and Location of August 16, 2023 at 10:00 a.m., at the office of Andreyev Engineering, 1170 W. Minneola Ave., Clermont, Florida 34711, for a Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.**

- D. **Presentation of Master Engineer’s Report**  
This item was deferred.
- E. **Presentation of Special Assessment Methodology Report**  
This item was deferred.
- F. **Resolution 2023-27, Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose Cost is to be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall Be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution**

This item was deferred.

- G. **Resolution 2023-28, Setting a Public Hearing for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Sugarloaf Community Development District in Accordance with Chapter 170, 190, and 197, Florida Statutes**

This item was deferred.

- H. **Resolution 2023-29, Initial Bond Resolution**

This item was deferred.

**TENTH ORDER OF BUSINESS**

**Approval of December 19, 2022  
Landowners' Meeting Minutes**

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, December 19, 2022 Landowners' Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

- A. **District Counsel: Kutak Rock LLP**
- B. **District Engineer (Interim): Appian Engineering, LLC**
- C. **District Manager: Wrathell, Hunt and Associates, LLC**

There were no Staff Reports.

**TWELFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Young and seconded by Ms. Lupia, with all in favor, the meeting adjourned at 10:54 a.m.**



Secretary/Assistant Secretary



Chair/Vice Chair