

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

A Regular Meeting of the Sunshine Water Control District's Board of Supervisors was held on **Wednesday, February 17, 2010 at 6:30 p.m.**, in the **Commission Chambers, Coral Springs City Hall, 9551 West Sample Road, Coral Springs, Florida 33065.**

Present at the meeting were:

David Hulett	President
Emily Heafy	Vice President
Joe Morera	Secretary

Also present were:

Doug Paton	Client Services Manager
Jesse Jackson	WHHA
Cory Selchan	Field Superintendent
Bill Capko	District Counsel
Rhon Ernest-Jones	District Engineer
Tom Donahue	District Engineer
John McKune	McKune & Associates
Jim Wells	The Weitz Company
Kevin Kennedy	Eckler Engineering
Roy Gold	Coral Springs City Commissioner

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Hulett called the meeting to order at 6:30 p.m. Mr. Paton called the roll, noting, for the record, that all Board Members were present.

SECOND ORDER OF BUSINESS

Discussion/Presentation: Canal Right-of-Way Encroachment

******This item, previously the Sixth Order of Business, was discussed out of order.******

Mr. Hulett indicated Mr. Ernest-Jones requested moving this item up in the meeting, as Coral Springs Commissioner Roy Gold was in attendance.

Mr. Donahue gave a PowerPoint presentation of pictures taken at Canal A. He recalled discussions, over the last few months, regarding encroachments along the Sunshine Water Control District's right-of-ways and noted Canal A was used as an example of problem areas.

Mr. Ernest-Jones indicated he, Mr. Selchan, Mr. McKune, Mr. Paton, Mr. Wrathell and Mr. Donahue completed a walkthrough and took pictures from Wiles Road to $\frac{3}{4}$ of a mile down. Mr. Ernest-Jones indicated that City Manager, Mike Levinson, and Public Works Director, Rich Michaud, also walked a shorter part of Canal "A" with him, to see the extent of the problem. Mr. Hulett noted a way of allowing maintenance personnel full access to the canal is an item the District has looked at, particularly in the situation of an emergency. Mr. Hulett felt this matter has been neglected for a number of years. The Board's approach is to develop a way of working with the citizens to give the District's crews proper access to the right-of-ways, for the purposes of maintenance and emergency situations, but doing so in a way that is not heavy-handed. Mr. Ernest-Jones explained some of the issues and problems being faced.

Mr. Donahue reported on a 75-foot right-of-way across Canal A where an old stockade fence and a storage shed are in the canal system's right-of-way. He presented another property where a stockade fence extends 10-15 feet into the right-of-way. The next example, was a group of trees within the District's right-of-way. Mr. Ernest-Jones identified the end of the District's boundary. Mr. Hulett called attention to a slide where it appears the resident's swimming pool is in the District's right-of-way. Additional discussion ensued regarding the District's boundaries and access issues. Ms. Heafy wondered if the residents obtained permits. Mr. Ernest-Jones indicated, if they did, it was an oversight, but the supposition is that they did not; as his experience is that the city is good about this. Mr. Donahue added that the city seems to be referring residents to SWCD, if their permit requests might have a problem.

Mr. Ernest-Jones spoke of attempting to determine and/or define the exact sized of the area needed for access and referred to a 40-foot stretch being necessary to clear the banks. He acknowledged the devastation, to residents, that could be caused if a straight 40-foot right-of-way access is demanded. He noted the Board would try to be sensitive to that, without making things difficult for the contractor and District Staff. Mr. Ernest-Jones figured, as a rule of thumb, they need about 25 feet back from the top of the bank. He spoke of trees and overgrowth and noted requiring the property owners to move or remove trees, as necessary, as opposed to the District removing them. His recommendation is that a minimum of 25 feet, from the top of the

bank, is what is needed. He also recommended that the remainder of any right-of-way not be permitted to become worse than it is.

Mr. Morera asked if a buffer of 25 feet gives enough footing to safely move the heavy equipment. Mr. Ernest-Jones replied affirmatively. Discussion continued regarding encroachment, surveys on recently sold properties and what can be done.

Mr. Hulett noted the examples presented are the same all over the District. He indicated previous Boards never addressed the issue; this is a delicate situation where the District needs to find balance in giving the District access to the canals and also being reasonable in dealing with the property owners, so they are not too adversely impacted.

Mr. Paton indicated, as the canal is not large enough for a barge, the only way to clean it is by bank access. Mr. Hulett summarized the task is to try to determine how to approach the problem, deliver the message and begin to deal with it in a systematic fashion.

Mr. Ernest-Jones spoke of the responsibilities of residents and use of code enforcement as support during the project.

Mr. Morera recalled discussion, at a previous meeting, regarding new plantings and whether the District would notify residents, so they can move them. Mr. Hulett asked if a strategy was developed. Mr. Ernest-Jones indicated he should have something by next month. Mr. Paton pointed out the District has 22 miles of canals and recalled last year, five (5) miles of canals were restored through the Hurricane Wilma NRCS program. Mr. Paton said, with those five (5) miles and with the six (6) more miles in Phase 2 of the Capital Improvement Program, the District will have the 11 miles of right-of-way cleared and the other 11 miles will be addressed with this initiative.

Mr. Hulett asked Mr. Selchan how many tons, per year, of material were hauled out of the canals. Mr. Selchan felt it was approximately 40 tons of trash, cups, cans and assorted plastics. Mr. Selchan spoke of the need to identify the sources of the trash and educate the public.

Mr. Gold thanked the Board for the presentation, stating he was not sure of the scope of the project and the number of homeowners. He suggested the District consider installing fences along the canals.

Mr. Hulett summarized the District's position and intent regarding this issue and the pump station project. Mr. Gold noted it appears the District has at least a five (5)-year project set

and asked that it keep the Coral Springs Commission informed and let them know how the two (2) can work together. The Board thanked Mr. Gold for his attendance.

*****Mr. Gold left the meeting.*****

THIRD ORDER OF BUSINESS

**Discussion: Community Bank of Broward
– Accounts**

*****This item, previously the Second Order of Business, was discussed out of order.*****

Mr. Paton reminded the Board that the FDIC limit is \$250,000 and indicated Management does not recommend keeping more than that amount in the Community Bank of Broward checking account. He noted the District is starting to receive tax revenues, which could push the account over the FDIC limit. He noted it is the Board's decision on how to handle funds over the coverage limit.

Mr. Hulett indicated Community Bank of Broward is a Qualified Public Depository (QPD) and backed by all of the other QPD banks, so if something were to happen, those banks would make up the differences. Mr. Hulett was not nervous about allowing funds to be over the FDIC \$250,000 limit; he has confidence in Community Bank of Broward, stating it is a Qualified Public Depository and is in good shape. Mr. Hulett felt, as general policy and as much as possible, the account should be kept within the \$250,000 limit. Mr. Morera agreed.

Mr. Paton explained, during this time of year when tax revenues are received, the account can go over the \$250,000, so there is exposure. Mr. Paton stated Management recommends keeping the checking account balances below the \$250,000 limit. Mr. Hulett asked, if the District has surplus, can it be moved into the CDARS Program, yet maintain flexibility for the various engineering projects. Mr. Jackson replied affirmatively, indicated one (1) CDARS account is \$1 million and matures in April and the other account of \$700,000 matures in May.

Mr. Morera asked about the possibility of a money market account at Community Bank of Broward. Mr. Hulett stressed that Gloria, of Community Bank of Broward, feels, since the bank is a QPD, the District has no worries. Mr. Hulett asked Mr. Capko if he knew of any Qualified Public Depositories failing. Mr. Capko was not aware of any. Mr. Hulett was fine with putting the surplus in CDARS, if it is convenient; however, he wanted to know the interest rate that can be earned on any surplus above \$250,000, put in a Community Bank of Broward money market account, versus putting it into a short-term CD. Mr. Jackson indicated the highest

yield account is the NOW checking account with 1.10%. In response to Mr. Hulett's question, Mr. Jackson indicated the shortest term for a CDARS account is one (1) month.

Mr. Hulett expressed his desire to bring the money market accounts, maintained at Sun Bank and Wachovia, to Community Bank of Broward or put into the CDARS Program. Ms. Heafy and Mr. Morera voiced their agreement.

FOURTH ORDER OF BUSINESS

Landowners' Meeting – March 10, 2010

- **Official Ballot**
- **Landowners' Proxy**

Mr. Paton indicated the Landowners' Meeting will be March 10, 2010 and referred to copies of the official ballot and a landowners' proxy located behind Tab 4. He noted the public notice was published today and will be published again next week, in accordance with noticing requirements.

FIFTH ORDER OF BUSINESS

Discussion: Revised Capital Improvement Cash Flow Analysis

Mr. Paton reminded the Board of last month's discussion on this matter and indicated more information is included.

Mr. Ernest-Jones presented the Revised Capital Improvement Cash Flow Analysis. He indicated it is in furtherance of Mr. Hulett's request to look at the highest priority, highest benefit projects the District could achieve within this fiscal year, utilizing available non-bond funds. He recalled the Board discussed the projects, at length, at the last meeting and noted they include the Culvert W-8 replacement and the major cleaning of 31 culverts. He indicated fees needed for commencement of construction and the completion of all of the design would also be included. He referred to the Revised Capital Improvement Cash Flow Analysis behind Tab 5.

Mr. Jackson explained that the \$1,242,541.34 includes the cleaning of 31 culverts and replacement of Culvert W-8. He noted this estimate exceeds the budget by approximately \$45,000. He indicated this is a conservative estimate and concluded that Mr. Donahue felt the estimates would be much lower. Mr. Hulett recalled talk of bidding the projects, seeing the results and then making a decision. Mr. Donahue spoke of the bid breakdown for the first 31 or 32 culverts. Mr. Hulett asked if the best approach was to bid all three (3) or only put out bids for

cleaning of the 31 culverts and the W-8 Culvert replacement. Mr. Donahue indicated the culvert cleaning is written as one (1) package, with a base bid of 32 major cleanings and an alternate bid of 42 minor cleanings; the contractor bids on both, but with the knowledge that the 42 minor cleanings may not go forward. Ms. Heafy felt the Board should move forward on the project. Mr. Morera agreed.

Mr. Donahue indicated they are prepared to advertise the job on March 1st and open bids at the end of March. Mr. Donahue confirmed there would be a separate bid for the W-8 Culvert replacement project.

Mr. Morera asked for clarification of a segment of Mr. Donahue’s email relating to construction related engineering fees on major projects being deferred until bond funding is in place. Mr. Donahue indicated, his budget, prepared for 2010, included a lot of the construction related engineering, such as oversight, but some of the large projects will not go forward until the bond funding is completed. Mr. Ernest-Jones clarified the engineering part during the construction phase would not begin until construction actually begins. Mr. Ernest-Jones felt there is a good chance that the construction phase will not begin in fiscal year 2010.

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor, authorization of District Engineer to proceed with preparation of the bid packages for major cleaning of 31 culverts, minor cleaning of 42 culverts and Culvert W-8 replacement, was approved.

******Mr. Jackson left the meeting.******

SIXTH ORDER OF BUSINESS

Approval of Construction Manager at Risk Contract with The Weitz Company

******This item, previously the Third Order of Business, was discussed out of order.******

Mr. Ernest-Jones recalled that The Weitz Company ranked #1, at the last meeting. He referred to the newest contract just distributed. He referred to a recommendation for approval. Mr. Ernest-Jones indicated, although The Weitz Company was selected for both preconstruction and construction services, only preconstruction services are being addressed, at this time. He indicated the construction services contract is more complex to prepare, so a deadline of April

14th was set to complete that component. Mr. Ernest-Jones confirmed this portion is slightly less than .075% of the budget, which he feels is very reasonable for the preconstruction services portion. He indicated the document is ready for execution. Mr. Hulett asked Mr. Capko if he concurs. Mr. Capko concurred.

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor, the Construction Manager at Risk Contract between Sunshine Water Control District and The Weitz Company, for services in the amount of \$35,000, was approved.

Mr. Wells thanked the Board for the opportunity.

SEVENTH ORDER OF BUSINESS

2009-2010 Quarterly Reports: Hurricane Frances Projects (for informational purposes only)

Mr. Paton reminded the Board that Hurricane Frances occurred in 2004 and the District sustained damage. He indicated FEMA funds were requested and the District received approximately \$295,000 in cleanup costs in late 2004 through early 2005. He reported that the account with FEMA was never closed out and the final paperwork was not submitted to FEMA showing that the money was spent on eligible work.

Mr. Paton indicated this matter came up a few months ago; he and Mr. Selchan met with FEMA and were told what needed to be done. Mr. Paton explained the process for gathering and compiling the necessary information to substantiate the work. He indicated that Staff retrieved all the payments and matched each to individual work orders. Then, Mr. Paton and Mr. Selchan completed the input of the payments into FEMA's database and that process is complete. Mr. Paton and Mr. Selchan will deliver information requested by FEMA tomorrow. Mr. Paton noted that FEMA asked for additional information, such as contracts with the contractors, the District's policy on securing emergency assistance and etc. He is hopeful FEMA will accept that the District now has a policy in place, although it did not have a formal policy in place in 2004.

Discussion continued regarding the work that was necessary after Hurricane Frances.

Mr. Hulett thanked Staff for their work in straightening out the FEMA issue. He noted the cleanup was so immense due to overgrowth and urged the District to develop policies to deal with these issues, so they do not become gigantic problems again.

Mr. Selchan spoke of tree damage during previous hurricanes and urged the Board to consider removing certain trees, during the access project. He feels, in the event of a hurricane, those trees will become the District's problem, should they damage a homeowner's property, even if it was the homeowner who planted the tree.

Mr. Selchan stressed the need to develop policies that are fair to everyone, allows his staff to complete their tasks, on a daily basis, and does not allow areas to become overgrown. Discussion ensued regarding the costs associated with proactive measures and how those costs would be assessed across the District. It was acknowledged that this approach could, in effect, punish those who have not caused the problems. Mr. Ernest-Jones spoke of grant and FPL money that may be available for cleanup.

Discussion ensued regarding the possibility of removal agreements with property owners and whether such agreements are tied to the property or the property owner. The suggestion was made that such agreements be recorded, so any new owner would take subject to it. In response to a question from Mr. Morera, Mr. Capko indicated the District will need to make policy regarding removal agreements and who will bear the cost of things such as recording fees, actual removal and etc.

Mr. Selchan felt, in an emergency, in instances when trees and landscaping were allowed to remain in the right-of-way, his staff would remove vegetation, as necessary, to gain access and it would be at the District's expense. He spoke of the Board being concerned about upsetting the property owners along the canals and reminded them that a lot more SWCD residents do not live along the canals and they are the ones paying for this, when there is no enforcement.

For homes in foreclosure, Ms. Heafy suggested notifying the banks of the violation, now.

EIGHTH ORDER OF BUSINESS

**Discussion: SWCD Drainage Easements
in Coral Springs Corporate Park**

Mr. Ernest-Jones said a successful meeting was held on site. He indicated the District took a proactive stance in resolving the drainage issue. He gave a visual presentation identifying the Corporate Park and SWCD canals. He explained the necessary water flow and, according to

the plats, the District has all of the rights and obligations to convey the water. He detailed that the original plans projected a 20-foot swale through which the water would flow but because of overgrowth that was allowed in the swale, there was a massive flood. Mr. Ernest-Jones indicated the City of Coral Springs' Attorney, Ms. Rhoda Glasco-Foderingham, gave the opinion that it is the adjacent property owners' responsibility to keep the swale clear. He continued explaining the overgrowth and necessary cleanup. Mr. Ernest-Jones indicated this will be a code enforcement issue and code enforcement will serve notices on all adjacent property owners notifying them they must maintain the property to the designated slope. He indicated Mr. Ralph Merritt, one of the more active builders in the Corporate Park, will hire a contractor to complete the work and will assess the adjacent properties for their pro-rata share.

Mr. Ernest-Jones noted Ms. Glasco-Foderingham' opinion was that any improvements to the easements would be the responsibility of the Sunshine Water Control District and voiced his disagreement with her opinion on that matter. He concluded the District's responsibility here will be limited to what happens in the District's right-of-ways. Mr. Morera asked who decides what the improvements are. Mr. Ernest-Jones indicated a drawing will be provided showing what it should look like and noted the improvements are to convert it from what it looks like now to what it should look like. Mr. Morera asked for confirmation that the District is not responsible for maintaining the swale or easements. Mr. Ernest-Jones replied affirmatively and confirmed the easements Ms. Glasco-Foderingham is referring to are truly easements and are separate and distinct from District right-of-ways.

Discussion continued regarding the interpretation of Ms. Glasco-Foderingham's opinion and Mr. Hulett suggested directing Mr. Capko to respond to her statement regarding easement improvements. Mr. Hulett stressed that he wants it clearly stated that, if improvements must be made to the easement, the SWCD will not pay for that. Mr. Ernest-Jones concurred that District Counsel should seek clarification. Mr. Capko indicated his interpretation of the opinion was that, if any improvements to the easement were necessary, the District would be responsible, in terms of what needs to be done. The District would then assess the individual property owners for the cost of the improvements. Mr. Hulett stated he wants clarification of, if improvements are required in the easements, who pays for it.

NINTH ORDER OF BUSINESS

**Consideration/Discussion
Permits/Applications of**

- **City of Coral Springs - Installation of Water Main Across Canal "Z", West Side of Coral Springs Drive, South of Royal Palm Boulevard**

Mr. Ernest-Jones indicated Eckler Engineering is designing water mains and force mains and introduced Mr. Kevin Kennedy, of Eckler Engineering. Mr. Ernest-Jones explained the project encroaches, in a few small areas, in the District's right-of-way and explained the work to be done. He recommended approval and issuance of a Right-of-Way Permit with the special conditions listed in the recommendation letter.

Mr. Ernest-Jones defined the area and discussion ensued regarding the work and area.

On MOTION by Mr. Morera and seconded by Ms. Heafy, with all in favor, the City of Coral Springs - Installation of Water Main Across Canal "Z", West Side of Coral Springs Drive, South of Royal Palm Boulevard permit application, was approved.

- **PERMIT/APPLICATION LOG**

Mr. Ernest-Jones reviewed the Permit/Application Log noting there have not been many permits, at this time.

TENTH ORDER OF BUSINESS

Approval of January 13, 2010 Public Hearing and Joint Regular Meeting Minutes

Mr. Hulett presented the January 13, 2010 Public Hearing and Joint Regular Meeting Minutes and asked if there were any additions, corrections or comments.

On MOTION by Ms. Heafy and seconded by Mr. Morera with all in favor, the January 13, 2010 Public Hearing and Joint Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Citizens' Requests

There being no Citizens' Requests, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Morera announced the Taste of Coral Springs event taking place on February 23, 2010 at 6:30 p.m., at the Coral Springs Center for the Arts and noted many charities benefit from the event.

Mr. Hulett announced that the Slice of the Springs meeting for the central and west-central sections of the city is tomorrow night, February 18th, and asked Ms. Heafy to attend.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

a. Attorney

Mr. Capko spoke of the draft of the legislation regarding creation of a Broward Inspector General's office. He indicated this may be difficult to pass, as, in the current form, it gives vague powers. He felt it needs to be tightened up, before it will pass. The importance to the District is that all independent Special Districts are included under this, for any violations he or she determines should be monitored. Mr. Capko noted it is intended to cover fraud, abuses, contractual situations, kickbacks and etc. He clarified that funding of this office would likely be spread across all of the local governments and would be based on a percentage of the District's budget.

Ms. Heafy asked if this came about because the level of corruption is high. Mr. Capko replied affirmatively, noting a number of visible public corruption cases across South Florida and, for this reason, there is an attempt to find ways to stem it.

Mr. Capko indicated District Counsel will monitor this bill and it is up to the District to notify Counsel if more affirmative action is desired. If the District thinks it might want District Counsel to do more, Mr. Capko recommended having his firm register as lobbyists. He indicated this would allow them to proceed in making contact with legislators, on the District's behalf.

Discussion ensued regarding the status of the draft, progress in the legislature, who this legislation impacts and the District's course of action. District Counsel will keep the District updated on the status and progress of this legislation.

Mr. Capko reported that both he and Mr. Lewis will be in Tallahassee on the date of the next meeting, so Mr. Darren Leiser will attend. If necessary, Mr. Capko indicated he or Mr. Lewis could attend by phone.

Mr. Capko indicated District Counsel's West Palm Beach office is moving next Friday, February 26th.

b. Engineer

i. Monthly Engineer's Report – 1/05/10 – 02/09/10

Mr. Ernest-Jones presented the Monthly Engineer's Report noting the permit application, Pump Stations 1 and 2, the Construction Manager at Risk contract, the Canal/Culvert Program, canal right-of-way encroachment item and the Fiscal Year 2010 Budget were already addressed. He noted the anticipated issuance date of the Water Use Permit is March 22nd. Regarding the Coral Springs Corporate Park, Mr. Ernest-Jones reported that, as a result of their meeting, the City of Coral Springs Code Enforcement department will develop notices, warnings and violations to property owners.

ii. Consideration of Culvert Modifications

- **Canal J - NW 31st (West of University Drive, Approximately 35-foot Extension)**
- **Canal M - South of Sample Road, Approximately 35-foot Extension**

Mr. Ernest-Jones discussed the Coral Springs CRA project and his firm's involvement. He indicated Coral Springs CRA encountered a problem in selecting another consultant to perform the culvert work. For this reason, he is proposing that REJ/IBI Group design the culvert extensions for SWCD and Coral Springs CRA will reimburse SWCD for the work, based on a maximum fee of \$15,000, by either an interlocal agreement or invoicing. He indicated this would avoid any conflict with his firm performing work for another entity, within the District. Mr. Ernest-Jones gave a brief overview of the design and work to be performed. Mr. Selchan recommended that the box culvert be no larger than what is currently in place.

On MOTION by Mr. Morera and seconded by Ms. Heafy with all in favor, the Culvert Modifications Agreement between Sunshine Water Control District and Rhon Ernest-Jones/IBI Group, Inc., for Canal J – NW 31st (West of University Drive, approximately 35-foot extension) and Canal M – South of Sample Road, approximately 35-foot extension, for a maximum fee of 15,000, was approved.

Mr. Donahue referred to a letter from FEMA rejecting the grant request for Culvert W-8, because it did not meet the benefit-cost ratio. He noted rejections were not received for the other two (2) applications for additional hurricane hardening for the pump stations and other canal restoration.

iii. Permit Criteria Manual- FINAL

The Permit Criteria Manual was approved by the Board at the last meeting and a copy is on the website.

The Board requested that the District Manager send a letter or email to the Coral Springs Improvement District instructing them to remove all references to SWCD Permits from their website.

c. Field Supervisor

Mr. Selchan indicated the State of Florida experienced a large fish kill, due to the cold weather; for this reason, his crews spent the majority of the last three (3) weeks picking up the dead fish. Ms. Heafy asked if the weed-eating fish put in by the District died. Mr. Selchan replied no, those are cold tolerant. Mr. Selchan indicated the dead fish were disposed of in a large hole in a relatively unpopulated area of North Springs.

Mr. Hulett asked Mr. Selchan if a small vehicle would assist Mr. Selchan and his staff in accessing areas for spraying, until the right-of-way issues are resolved. Mr. Selchan felt it could be used in a few small areas, but most areas can be accessed by truck or boat. Mr. Hulett reminded Mr. Selchan to feel free to approach the Board with requests for equipment that might be beneficial to him and his staff.

d. Manager

i. Unaudited Financial Statements as of December 31, 2009

Mr. Paton presented the Unaudited Financial Statements as of December 31, 2009. He indicated a large amount of assessment revenue was received. He referred to the amortization schedule and noted the SunTrust loan will be paid off shortly.

On MOTION by Ms. Heafy and seconded by Mr. Morera with all in favor, the Unaudited Financial Statements as of December 31, 2009, as presented, were approved.

- ii. **Correspondence from Division of Emergency Management Regarding Pre-Disaster Mitigation Application Number FL 2010-059 – W-8 Culvert Replacement Program** *(for informational purposes only – emailed to Board & Staff on 1/15/2010)*

This item was discussed during the Engineer’s Report.

- iii. **NEXT MEETING DATE: March 10, 2010 at 6:30 P.M.**


Mr. Paton noted the next meeting will be held on March 10, 2010 at this location.

Mr. Hulett noted the Landowners’ Election will also take place on March 10th.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being no additional business, the meeting adjourned at 9:10 p.m.


Secretary/Assistant Secretary


President/Vice President