



951 Martin Luther King Boulevard, Kissimmee, FL

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**Board of Supervisors
Regular Meeting Minutes
Wednesday, July 31, 2024**

Present:

Chairman - Henry Thacker
Vice Chairman – Rayelynne Ketchum
Secretary – Tom White
Supervisor – John McAleenan
Supervisor - Hector Lizasuain
Supervisor – Skip Stellfox
Executive Director – Todd P. Swingle
General Counsel – Anthony Cotter

Ex Officio Board Member, City of
St Cloud - Kolby Urban
Ex Officio Board Member, City of
Kissimmee - Angela Eady

Absent: Supervisor – Dave Askew
Ex Officio Board Member,
Osceola County - Cheryl Grieb
Ex-officio Board Member, Polk County, Rick Wilson

1. **Meeting called to order by:** Chairman Henry **Thacker** at 5:01pm.
2. **Moment of Silent Reflection and Pledge of Allegiance** led by Chairman Henry Thacker.
3. **Approval of the Agenda**

**Motion to approve the Agenda was made by Vice Chair Rayelynne Ketchum.
Motion seconded by Supervisor Hector Lizasuain passed 6-0.**

4. **Awards and Presentations:** None
5. **Public Hearing:** None
6. **Hear the Audience:**

Meeting floor was opened for Hear the Audience. This item is for comments/questions relating to topics not listed on this meeting's Agenda. No further comments were received, and Hear the Audience was **closed**.

7. **Consent Agenda**



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7A. TOHO WATER AUTHORITY BOARD OF SUPERVISORS' REGULAR MEETING MINUTES OF June 12, 2024

Staff recommends the approval of the Board Meeting minutes from June 12, 2024. (Cost: None) (Smith)

7B. Pulled for separate vote due to outstanding items.

7C. APPROVAL OF A \$103,380 PRECONSTRUCTION SERVICES AGREEMENT WITH U.S. WATER SERVICES CORPORATION AND A \$146,620 CONTINGENCY FOR THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT. RFQu-23-162 THE TOTAL AUTHORIZATION REQUEST IS \$250,000.

Staff requests the approval of a \$103,380 agreement with U.S. Water Services Corporation to provide Contract Operations Preconstruction Services for the Cypress Lake Alternative Water Supply (CLAWS) Project and a \$146,620 contingency. (Cost: Bid Cost of Preconstruction services of \$103,380 and Contingency of \$146,620.00 for a Total Request of \$250,000) (Beatty)

7D. APPROVAL OF AN \$656,285 AGREEMENT WITH TETRA TECH TO PROVIDE PRELIMINARY ENGINEERING DESIGN SERVICES FOR THE HARMONY WATER RECLAMATION FACILITY EXPANSION PROJECT (RFQU-24-048). THE BOARD IS ALSO REQUESTED TO APPROVE A DESIGN CONTINGENCY OF \$60,000 FOR A TOTAL AUTHORIZATION OF \$716,285.

The Board of Supervisors is requested to approve a \$656,285 Consulting Services Agreement with Tetra Tech for the preliminary design of Harmony Water Reclamation Facility (WRF) Expansion Project and a \$60,000 contingency. (Cost: A Scope of Services cost of \$56,285 and a Contingency of \$60,000 for a Total Request of \$716,285) (Zhou)

7E. APPROVAL OF A \$865,545.00 LOW BID CONSTRUCTION CONTRACT WITH CATHCART CONSTRUCTION COMPANY AND A \$86,000.00 CONSTRUCTION CONTINGENCY FOR THE KISSIMMEE – ST. CLOUD CONNECTOR TRAIL UTILITY RELOCATIONS. THE TOTAL AUTHORIZED FUNDING REQUEST IS \$951,545.00

Staff requests approval of the \$865,545.00 low bid construction contract with Cathcart Construction Company for the Kissimmee – St Cloud Connector Trail Utility Relocations project, a \$86,000 construction contingency for a total authorization of \$951,545 (Cost: Construction Bid amount of \$865,545 and a Contingency of \$86,000 for a Total This Request of \$951,545) (Burgess)

7F. APPROVAL OF THE SECOND AMENDMENT WITH AARONS BACKFLOW SERVICES AND THIRD AMENDMENT WITH FRANK GAY SERVICES, LLC



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**FOR WATERMETER BACKFLOW SURVEY, INSPECTION
MAINTENANCE AND INSTALLATION SERVICES (IFB-22-070)**

Staff requests the approval of the Second and Third Amendments to the Agreements with Aarons Backflow Services ("Aarons") and Frank Gay Services LLC ("Frank Gay"), respectively, for water meters backflow survey, inspection, maintenance, and installation services. The amendments are to extend the agreements to August 9, 2026, and to request an additional \$5,228,684 for a total Not to Exceed cumulative amount of \$12,334,684 to the two Contractors. (Cost: \$5,228,684 and not to exceed amount of \$12,334,684) (Cudahy)

**7G. APPROVAL OF A \$409,288 ADDENDUM THE CONSTRUCTION
CONTRACT WITH GARNEY COMPANIES INC, FOR FORCE MAIN
INSPECTION EXCAVATION AND BACKFILL SERVICES PROJECT, (IFB-
24-071) TO SUPPORT CONDITION ASSESSMENTS OF DUCTILE AND
CAST IRON PIPE FORCE MAINS. THIS INCREASES THE TOTAL BOARD
AUTHORIZATION FROM \$546,060 TO \$955,348**

Staff requests approval of addendum #2 in the amount of \$409,288 to Garney Companies, Inc. construction contract for a total not-to-exceed authorization of \$955,348 which includes the initial authorization amount of \$496,060 and \$50,000 contingency. Staff further requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total contract and contingency expenditures remain within the total not-to-exceed contract and contingency limit approved by the Board. (Cost: This request for Addendum 2 of \$409,288 plus the original Contract of \$496,060 and a Contingency of \$50,000 making a Total Authorization of \$955,348) (Noyes)

**7H. APPROVAL OF A LOW BID \$797,007.00 CONSTRUCTION CONTRACT
WITH CATHCART CONSTRUCTION COMPANY AND A \$80,000.00
CONTINGENCY FOR THE LAKESHORE INTERCONNECTION PROJECT
FOR A TOTAL AUTHORIZATION OF \$877,007.00**

Staff requests approval of the continuing construction contract and a total not-to-exceed authorization of \$877,007.00 which includes a base construction contract award of \$797,007.00 plus an \$80,000.00 contingency. Staff further requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total contract and contingency expenditures remain within the total not-to-exceed contract and contingency limit approved by the Board. (Cost: Bid of \$797,007 and a Contingency of \$80,000 for a Total of \$877,007) (Smart)

**7I. APPROVAL OF A LOW BID \$797,632 CONSTRUCTION CONTRACT WITH
WW DANIELS COMPANY AND A \$80,000 CONTINGENCY FOR THE ST.
CLOUD INTERCONNECT PHASE TWO PROJECT FOR A TOTAL**



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AUTHORIZATION OF \$877,632

Staff requests approval of the construction contract and a total not-to-exceed authorization of \$877,632 which includes a base construction contract award of \$797,632 plus an \$80,000 contingency. Staff requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total contract and contingency expenditures remain within the total not-to-exceed contract and contingency limit approved by the Board. (Cost: Bid of \$797,632 and a Contingency of \$80,000 for a Total of \$877,632) (Smart)

7J. APPROVAL OF THE THIRD AMENDMENT TO THE AGREEMENT WITH THERMETRICS CORPORATION, FOR HVAC MAINTENANCE AND REPAIR SERVICES (IFB-20-137)

Staff recommends approval of the Third Amendment to the Agreement, with Thermetrics Corporation, for the HVAC Maintenance and Repair Services. (Cost: This Third Amendment of \$300,000 for a Total not to Exceed amount of \$884,460) (Cairns)

7K. APPROVAL OF THE RENEWAL TO THE AGREEMENT WITH ODYSSEY MANUFACTURING CO., FOR CHEMICAL SYSTEM MAINTENANCE AND REPAIR SERVICES (IFB-21-052)

Staff recommends approval of the Renewal Agreement with Odyssey Manufacturing Co. for the provision of chemical system maintenance and repair service for an additional \$508,100 and to extend the term to August 10, 2025. (Cost: This First Amendment of 508,100 Not to Exceed \$1,693,230 for the term of the Agreement) (Cairns)

7L. APPROVAL OF A \$265,504 CONSULTING SERVICES CONTRACT ADDENDUM WITH WRIGHT-PIERCE AND A \$30,000 DESIGN CONTINGENCY TO PROVIDE ENGINEERING CONSULTING SERVICES FOR THE SOUTH SIDE WATER RECLAMATION FACILITY HEADWORKS AND LIFT STATION 58E UPGRADES PROJECT [RFQU-22-099]. THE TOTAL BOARD AUTHORIZATION REQUEST IS \$295,504.

Staff requests approval of an engineering services contract addendum to Wright-Pierce's continuing consultant agreement for a total not-to-exceed authorization of \$295,504 which includes a base authorization amount of \$265,504 plus a \$30,000 design contingency. Staff further requests authorization for the CEO/Executive Director to execute any such documents as necessary to expend any contingency provided that the total contract and contingency expenditures remain within the total not-to exceed limit approved by the Board. (Cost: A Design Scope of Services of \$265,504 and Contingency of \$30,000 for a Total request of \$295,504) (Eversole)

7M. APPROVAL TO DELEGATE AUTHORITY FOR THE CEO/EXECUTIVE



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DIRECTOR TO FINALIZE AND EXECUTE AN AGREEMENT TO PURCHASE 11 PERMANENT EASEMENTS FOR THE TOHO RESERVOIR REUSE MAIN ON FORTUNE RD. THE BOARD IS ALSO REQUESTED TO AUTHORIZE \$280,800 FOR THE EASEMENT PURCHASES.

Staff requests delegation to the CEO/Executive Director authority to negotiate and execute an agreement with Osceola County for the purchase of 11 permanent easements. Staff further requests approval of a total not-to-exceed authorization of \$280,800 for the purchase of the easements. (Cost: Project cost of \$280,800 with a total not to exceed of \$280,800) (Hewitt)

7N. Pulled for separate vote to adjust the total amount.

7O. APPROVAL OF AN AMMENDMENT TO THE EXISTING AGREEMENT WITH CHA CONSULTING, INC. TO PROVIDE POTABLE WATER, WASTEWATER, AND RECLAIM WATER HYDRAULIC EVALUATION SERVICES FOR DEVELOPMENT PROJECTS.

Staff requests approval of the consultant services scope of services proposal with CHA Consulting Inc. in the amount of \$180,000 for hydraulic evaluations in support of development review. Staff further requests to approve a not-to-exceed contingency in the amount of \$10,000 for a not-to-exceed Total of \$360,000 including prior authorizations. Staff further requests to authorize the Executive Director to extend such contingency up to the not-to-exceed limit approved by the Board. (Cost: This Scope of Services of \$180,000 and the previously approved \$170,000 and a Contingency of \$10,000 for a Total Request of \$360,000) (Talavera)

7P. APPROVAL OF THE SEVENTH AMENDMENT TO THE AGREEMENT WITH FLORIDA ARMATURE WORKS, INC., AND FOURTH AMENDMENT TO THE AGREEMENT WITH TAW ORLANDO SERVICE CENTER, INC. FOR REPAIR SERVICES OF PUMPS, MOTORS, AND OTHER EQUIPMENT (RFP-20-123-01, RFP-20-123-02)

Staff recommends approval of the Seventh Amendment with Florida Armature Works, Inc. (RFP-20-123-01) and the Fourth Amendment with TAW Orlando Service Center, Inc. (RFP-20-123-02) to the Agreements for Repair Services of Pumps, Motors, and Other Equipment. (Cost: This \$500,000 for a total not to exceed amount of \$5,576,000 for the term of the two Agreements) (Cairns)

7Q. APPROVAL TO BEGIN RECRUITING IN FY24 FOR SIX FY25 STAFFING POSITIONS

Board Approval for adjustment of Toho's staffing table to provide for early recruiting of the six FY25 Staffing Positions (Cost: None) (Rentz)

7R. APPROVAL OF A \$2,394,132.86 LOW BID CONSTRUCTION CONTRACT AWARD TO INSITUFORM TECHNOLOGIES, LLC AND A \$239,500.00 CONSTRUCTION CONTINGENCY FOR THE LIFT STATION 30 (RENEE) GRAVITY SEWER REHABILITATION AND REPLACEMENT PROJECT FOR A TOTAL AUTHORIZED FUNDING OF \$2,633,632.86. THE



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CEO/EXECUTIVE DIRECTOR EXECUTED AN EMERGENCY AUTHORIZATION OF \$250,000 TO INITIATE THE WORK (INCLUDED IN THE \$2,394,132.86 APPROVAL REQUEST).

Staff requests approval of the construction contract and contingency for a total not-to-exceed authorization of \$2,633,632.86 which includes the low bid amount of \$2,394,132.86 (including a \$250,000 emergency authorization by the CEO/Executive Director), plus a \$239,500.00 contingency. Staff further requests authorization for the CEO/Executive Director the ability to execute any such documents as are necessary to expend any contingency provided that the total construction contract and contingency expenditures remain within the total not-to-exceed construction contract and contingency limit approved by the Board. (Cost: This Bid of \$2,394,132.86 and a Contingency of \$239,500 for a Total Request of \$2,633,632.86) (Shields)

- 7S. **APPROVAL OF A \$5,322,307 LOW BID CONSTRUCTION CONTRACT AWARD TO PRIME CONSTRUCTION GROUP AND A \$532,000.00 CONSTRUCTION CONTINGENCY FOR THE LIFT STATION 57 Ph. 1 GRAVITY SEWER REHABILITATION PROJECT FOR A TOTAL AUTHORIZED FUNDING OF \$5,854,307. THE CEO/EXECUTIVE DIRECTOR EXECUTED AN EMERGENCY AUTHORIZATION OF \$250,000 TO INITIATE THE WORK (INCLUDED IN THE \$5,322,307 APPROVAL REQUEST).**

Staff requests approval of the construction contract and contingency for a total not-to-exceed authorization of \$5,854,307 which includes the low bid amount of \$5,322,307 (including a \$250,000 emergency authorization by the CEO/Executive Director), plus a \$532,000 contingency. Staff further requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total construction contract and contingency expenditures remain within the total not-to-exceed construction contract and contingency limit approved by the Board. (Cost: Bid of \$5,322,307 and a Contingency of \$532,000 for a Total Request of \$5,854 307) (Shields)

- 7T. **APPROVAL OF A \$403,733.19 LOW BID CONSTRUCTION CONTRACT AWARD TO INSITUFORM TECHNOLOGIES, LLC AND A \$50,000 CONSTRUCTION CONTINGENCY FOR THE 192 - BAMBOO TO MAIN ST. GRAVITY SEWER LINING PROJECT FOR A TOTAL AUTHORIZED FUNDING OF \$453,733.19. THE CEO/EXECUTIVE DIRECTOR EXECUTED AN EMERGENCY AUTHORIZATION OF \$250,000 TO INITIATE THE WORK (INCLUDED IN THE \$403,733.19 APPROVAL REQUEST).**

Staff requests approval the construction contract, bid and contingency for a total not-to-exceed authorization of \$453,733.19 which includes the low bid amount of \$403,733.19 (including a \$250,000 emergency authorization by the CEO/Executive Director), plus a \$50,000.00 contingency. Staff further requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total construction contract and contingency expenditures remain within the total not-to-exceed construction contract and contingency limit approved by



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the Board. (Cost: Bid of \$403,733.19 and a Contingency of \$50,000.00 for a Total Request of \$453,733.19) (Shields)

- 7U. **APPROVAL OF A \$180,000 CONSTRUCTION CONTINGENCY FOR THE FLORIDA PLAZA 16-INCH FORCE MAIN REPLACEMENT. THE CEO/EXECUTIVE DIRECTOR APPROVED THE \$1,755,000 LOW BID CONSTRUCTION CONTRACT WITH CATHCART CONSTRUCTION COMPANY, LLC, AS AN EMERGENCY TO MEET A FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION CONSENT ORDER DEADLINE. THE REQUESTED AUTHORIZATION IS LIMITED TO THE CONTINGENCY OF \$180,000.00**

Staff requests approval of the \$180,000.00 construction contingency. No action is required for the construction bid of \$1,755,000, approved by the CEO/Executive Director as an emergency. Staff requests authorization for the CEO/Executive Director to execute any such documents as are necessary to expend any contingency provided that the total contract and contingency expenditures remain within the total not-to-exceed contract and contingency limit approved by the Board.

(Cost: Cost: This Construction Contingency of \$180,000 and the Approved Bid of \$1,755,000 for a Total Request of \$1,935,000) (Chavez)

- 7V. Pulled for separate vote as Chairman Henry Thacker, has a conflict of interest.

- 7W. **REQUEST APPROVAL OF RELEASE OF ENCUMBRANCES AFFECTING THE LAKE MARION PRESERVE PROPERTY**

Staff requests the Board approval to release encumbrances on the Lake Marion Preserve Property. Staff also requests the Board delegate authority to the Executive Director to execute the Release of Property and to make any necessary corrections. (Cost: Funding Source N/A) (Cotter)

Motion to approve Consent Agenda items was made by Secretary Tom White. Motion was seconded by Vice Chair Rayelynn Ketchum. Motion passed 6-0.

- 7B. **APPROVAL OF THE SECOND AMENDMENT TO THE AGREEMENT FOR ACLARA ONE SOFTWARE UPGRADE (SS-19-124)**

Staff recommends approval of the Second Amendment to the Agreement with Aclara Technologies LLC for supply and delivery of USB pucks and related software as presented herein. (Cost: Additional \$118,851.78 for a total Not to Exceed amount of \$713,134.78) (Brown)

Motion to approve Consent Agenda item was made by Supervisor Hector Lizasuain. Motion was seconded by Vice Chair Rayelynn Ketchum. Motion passed 6-0.



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- 7N. **THE BOARD IS REQUESTED TO DELEGATE AUTHORITY TO THE CEO/EXECUTIVE DIRECTOR TO FINALIZE AND EXECUTE AGREEMENTS FOR THREE PROPERTY PURCHASES FOR THE WATER TREATMENT PLANT #4 UPGRADE AND FUTURE EXPANSION; A FOURTH PROPERTY FOR A FUTURE WATER BOOSTER STATION AND A \$50,000 CONTINGENCY. THE BOARD AUTHORIZATION REQUEST FOR THE PROPERTY PURCHASES AND CONTINGENCY IS \$1,639,958.60.**

Staff requests approval of a total not-to-exceed authorization of \$1,639,958.60 for the \$1,589,958.60 purchase of four properties from Edgewater Property Holdings, LLC., and a \$50,000 contingency. Staff further requests delegation of authority to the Executive Director/CEO to negotiate and execute any property acquisition agreements with funding up to the total Board approved not-to-exceed limit. (Cost: \$1,589,958.60 purchase and a \$50,000 contingency for a total not to exceed authorization of \$1,639,958.60) (Hewitt)

Motion to approve of Consent Agenda item was made by Secretary Tom White. Motion was seconded by Supervisor John McAleenan. Motion passed 6-0.

- 7V. **APPROVAL TO NEGOTIATE AGREEMENT WITH EAST LAKE TOHO DEVELOPMENT GROUP TO COST SHARE THE DESIGN, PERMITTING AND CONSTRUCTION OF A 20"/24" FORCE MAIN TO SERVE THE EAST LAKE DEVELOPMENT AREA**

Staff recommends approval by the Board authorizing the Executive Director/CEO and General Counsel to negotiate an agreement with the East Lake Development Group for the design, permitting, and construction of a 20"/ 24" force main from Kissimmee Park Road to Southside Water Reclamation Facility to serve a portion of the area's wastewater collection needs. Staff further recommends the Board authorize Toho's Executive Director/CEO to execute such agreement subject to prior consultation with a Board chosen representative of Toho's Board of Supervisors. Staff further requests authorization for the Executive Director/CEO to execute any such documents as are necessary to complete the Board approved reimbursement up to the total not-to-exceed reimbursement limit approved by the Board of \$2,723,050.18. (Cost: Toho Share of KPFM (Developer Credits) of \$1,333,333 and a 10% Developer Contingency (Developer Credits) of \$133,333 and Lift Station Diversions \$760,185.20, Design Permitting Costs of \$65,000, and a Toho 15% Contingency of \$355,180.46 for a Total Request of \$2,723,050.18) (Biron)

Motion to approve Consent Agenda item was made by Vice Chair Rayelynne Ketchum. Motion was seconded by Supervisor Hector Lizasuain Motion passed 5-0. (Chairman Henry Thacker abstained due to a conflict of interest)



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8. **Informational presentations:** None
9. **Unfinished business:** None
10. **New business:** None
11. **Staff reports:**
 - 11A. **INFRASTRUCTURE EMERGENCY REPAIR STATUS**
Information only. No action is required by the Board. (Cost: None) (Pelham)
 - 11B. **CONSTRUCTION CONTINGENCY USAGE STATUS REPORT**
Information only. No action is required by the Board. (Cost: None) (Pelham)
 - 11C. **COMMUNICATIONS QUARTERLY REPORT APRIL - JUNE 2024**
Information only. No action is required by the Board. (Cost: None) (Floer)
 - 11D. **REQUEST RENEWAL OF GE SUPPORT SERVICES FOR SCADA (SS-24-154) THE CEO/EXECUTIVE DIRECTOR EXECUTED AN EMERGENCY AUTHORIZATION OF \$109,569.09 TO ENSURE GE SOFTWARE SUPPORT DOES NOT LAPSE (INCLUDED IN THE \$547,845.45 APPROVAL REQUEST).**
Information only. No action is required by the Board. (Cost: \$547,845.45 for the 5-year term plus a Contingency of \$54,784 for a Total of \$602,629.45) (Williamson)
12. **Comments:**

Board Officials – None

Executive Director –

EPA Press Conference – Toho Water will be sponsoring this Press Conference on August 13th; Assistant Administrator of EPA will be here in celebration of the WIFIA closing. Congressman Soto and EPA Acting Administrator Bruno Pigott will be amongst the panel.

Biosolids Grant – Toho Water was not selected for this grant application.

Call Center – We will be providing The Board with updates as we work through the cyber security challenges of the past few months.

Billing complaints – We are noticing some customers are experiencing higher water costs due to irrigation issues. We would like to offer a class to our customers on water conservation. If customers attend, we would like to extend a potential credit. We will bring this back to the Board for discussion in the future.

Customer Reimbursements – a few big reimbursements that are coming due to some old meters that were installed back from the KUA days.



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Crowd Strike outage – this global security outage affected Toho Water. The IT team began working at 2:30am; by 3:30am our team was working with Crowd Strike and were implementing a plan to restore servers and computers. By 8am our computers and staff were up and running. Field staff came into the office to reboot their computers and by the end of the day on Friday we were all updated. No issues were reported. We are very proud of our IT Team.

St. Cloud Hospital – Today, a contractor broke a water line by the St. Cloud Hospital, Toho worked closely with the St. Cloud Fire Department and had temporary service restored, no evacuation was necessary. By 8am the water line was fixed, A Precautionary Boil has been ordered and we will continue testing. We should be able to lift the Precautionary Boil Water by tomorrow.

Sponsorship Applications – 83 applications have been received this year. We will need the Board's guidance on how you would like us to bring recommendations. The Board Members asked if they could review the applicant information prior to sharing the applicant results. How do we determine the amount that we give back to the community? We donate \$1 per customer. We will be sure to have the rubric information as well as the applicant's applications provided to the Board for review.

General Counsel – Introduced to the Board, Roberta Alfonso Toho's Senior Assistant General Counsel. Welcome to Toho Water.

13. Upcoming events:

Water Quality Month	8/1/2024
Osceola County - First Day of School	8/12/2024
Senior Citizens Day	8/21/2024


14. Adjournment:

There being no further business to come before the Board, the meeting was adjourned at **5:21** pm by Chairman Henry Thacker.

Approved:


Henry Thacker, Chairman

Attest:


Tom White, Secretary

Board Meeting Date: 8/21/2024

Category: Consent Agenda

Agenda Item: 7A

Department: Executive Office

Attachments:

July 31, 2024 Meeting Minutes

Title:

**TOHO WATER AUTHORITY BOARD OF SUPERVISORS' REGULAR MEETING
MINUTES OF July 31, 2024**

Summary:

At every Board meeting, minutes are taken of the proceedings. Attached are the minutes from the July 31, 2024 Board Meeting.

Total Costs:

None.

Recommendation:

Staff recommends the approval of the Board Meeting minutes from July 31, 2024.

Owner: A. Smith