MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS **REGULAR MEETING**

COUNTY ADMINISTRATION BUILDING, HONORABLE PATRICIA M. GLASS CHAMBERS 1112 Manatee Avenue West

Bradenton, Florida February 14, 2023

Meeting video link: https://www.youtube.com/channel/UCUlgjuGhS-qV966RU2Z7AtA

Present were:

Kevin Van Ostenbridge, Chairman Vanessa Baugh, First Vice-Chairman Mike Rahn, Second Vice-Chairman Amanda Ballard. Third Vice-Chairman Jason Bearden George Kruse (Attended via Zoom) James A. Satcher, III

Also present were:

Lee Washington, Acting County Administrator William Claque, County Attorney Vicki Tessmer, Board Records Supervisor, Clerk of the Circuit Court

Chairman Van Ostenbridge called the meeting to order at 8:30 a.m.

INVOCATION

The Invocation was delivered by Pastor Geoff Henderson, Harbor Community Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Harold Joseph Parrott, retired Marine.

AGENDA BC20230214DOC001 BC20230214DOC002

Agenda Update Memorandum 1

- Written Comments submitted from the online Public Comment Form
- Item 6 Clerk's Consent Agenda updated to add a Refund Request
- Item 7 Revised 2023 Board of County Commissioners Meeting Schedule, Updated to add March 8, 2023, to the meeting schedule at 9:00 a.m., as a work session date
- Item 10. Final Plat and Associated Documents for Watercolor Place added to the Consent Agenda
- Item 15 Agreement 23-R080595SB for Security Guard Services updated to include written comment from the Public Comment Form
- Item 38 Resolution R-23-039 (fka R-22-222), approving the recommended alignment of Lorraine Road from SR 64 to 59th Avenue East - added to the Consent Agenda
- Item 41 Environmental Lands Management (ELMAC) Advisory Board Appointments added to the Regular Agenda
- Item 44 Gun Sanctuary County added to the Agenda Commissioner Bearden
- Item 45 Prospective County Projects added to the Agenda

Agenda Update Memorandum 2

BC20230214DOC003

Item 44 - Gun Sanctuary County - updated to include Public Comment Correspondence

REQUESTS BY COMMISSIONERS (Items pulled from Consent)

No items were pulled by Commissioners.

AWARDS

1. Employee of the Month - Chelsea Baker, Librarian III, Community and Veterans Services.

BC20230214DOC004

PROCLAMATIONS

A motion was made by Commissioner Baugh, seconded by Commissioner Rahn, and carried - 6-0, with Commissioner Kruse attending via Zoom, to adopt the following Proclamations:

- 2. Language 41st Annual Cortez Commercial Fishing Festival Days February 18 and 19, 2023, was accepted by Karen Bell, Jan Von Hahmann and Angela Collins, University of Florida IFAS.
- 3. Elack History Month February 2023, was accepted by Luther Wilkins, Manatee County
 NAACP President and Tracy

 BC20230214DOC006
- 4. Willie Cooper Week February 13-18, 2023, was accepted by Dawn Stanhope, President,
 Boys and Girls Clubs of Manatee County

 BC20230214DOC007
- 5. Earthe Celebration of 100 Years of Baseball in Manatee County, was accepted by Craig Warzecha and Jim Trdinich, Pittsburg Pirates, and Elliott Falcione, Convention and Visitors

 Bureau, Director

 BC20230214DOC008

<u>CITIZEN COMMENTS</u> (Future Agenda Items)

BC20230214DOC009

Fig. 1. Thomas Derry-Farrell requested the County reinstate the Coquina Beach Market

Joanie Derry requested the County reinstate the Coquina Beach Market.

Graciella Greenburg addressed the fifth anniversary of the Parkland shooting, and addressed Commission priorities, and the Confederate Monument.

Andra Griffin congratulated Lee Washington on being named Acting County Administrator, and suggested having a meeting set aside to hear citizen comments via the telephone.

Jeremy Bicha thanked the Board for free fares on Transit, and addressed fares still being charged on Route 99 between Manatee and Sarasota Counties. He also expressed concern regarding the lack of bus drivers, and schedule changes to routes.

Brian Glenn suggested a better way to address utility rate increases with a tiered method and will reach out to the proper staff regarding services his company offers.

Carl Lovett encouraged the Board to reinstate the Coguina Beach Market.

There being no further citizen comments, Chairman Van Ostenbridge closed citizen comments.

Chairman Van Ostenbridge addressed the Coquina Beach Market and future plans to reopen the market.

Discussion ensued regarding competing with the School Board on bus drivers, the Board was voted in by the residents of Manatee County, not addressing Woke agendas, suggested citizen address Sarasota County regarding transit fares, awaiting a rate study on Utility fees, allowing citizens the ability to call in, against Diversity, Equity, and Inclusion (DEI) initiatives in Manatee County, and respect others opinions.

CONSENT AGENDA

Chairman Van Ostenbridge addressed repaving 75th Street West (Item 14), and having to redo the base of the road, and he thanked the Board for approving the project.

Motion

A motion was made by Commissioner Ballard and seconded by Commissioner Baugh to approve the Consent Agenda, with the changes incorporated in the Agenda Update Memorandum.

CITIZEN COMMENTS (Consent Agenda Only)

Laurie Keefer opposed widening 59th Street West (Item 16).

Larry Grossman opposed widening 59th Street West (Item 16) and suggested forming a task force with citizen involvement to promote safety and beautification.

Andra Griffin supported widening 59th Street West to improve infrastructure.

There being no further citizen comments, Chairman Van Ostenbridge closed citizen comments.

The motion carried 6-0, with Commissioner Kruse absent.

6. **CLERK'S CONSENT AGENDA**

BC20230214DOC010

A. MINUTES

Approved the minutes of March 3 and April 7, 2022, and January 10, and 19, 2023

B. **REFUNDS**

Approved the following Refunds:

- 1. Kristina L. Masengale Billing Adjustment, \$1,328.22 BC20230214DOC011
 2. SP Braden, LLC Awarded Grant Payment, \$37,500 BC20230214DOC012
- 3. Dale Anthony Weisl Transportation Northeast Impact Fees, \$13,524

BC20230214DOC013

4. PermaCast, LLC- Application Fees, \$1,012.50

BC20230214DOC014

5. KB Home Tampa, LLC - Utility Fees, \$5,888

BC20230214DOC015

6. Milton W. Olen - Billing Adjustment, \$1,658.96

BC20230214DOC016

C. REPORTS

Accepted the following reports:

- 1. Southern Manatee Fire and Rescue District- New Designation of Registered Officer, Janee Fergerson has been appointed due to Debra Tuckerman's retirement

 BC20230214DOC017
- 2. Housing Finance Authority of Manatee County Audited Financial Statements for year ended September 30, 2022 and Annual Local Government Financial Report for FY 21/22

 BC20230214DOC018

D. **BONDS**

Accepted the following Bonds:

- 1. Artisan Lakes Eaves Bend Phase 1, Artisan Lakes Parkway
 - Released Agreement for Private Subdivision Improvements securing public and private improvements, \$278,984.55 and \$99,766.55;
 - Released and returned Surety Bond SU1145103 and any associated riders, \$278,984.55; and
 - Released and returned Surety Bond SU1145099 and any associated riders, \$99,766.55

2. Imperial Lakes Residential

- Released and returned Surety Bond (Performance) US00117240SU22A and any amendments associated, in conjunction with the Agreement for Public Subdivision Improvements, \$3,861,944.41;
- Accepted and executed Surety Bond (Defect) US00123983SU22A securing Section 1.5 "Maintenance Defects" of the Agreement for Public Subdivision Improvements accepted by the Board of County Commissioners on February 8, 2022, securing road construction, storm, sanitary sewer, and water distribution improvements, \$198,980.45; and
- Accepted and executed Bill of Sale

BC20230214DOC020

- 3. Jackson Crossing Phase I
 - Released and returned Surety Bond (Performance) 6135007554 and any riders associated, in conjunction with the Agreement for Public Subdivision with Public Improvements, \$72,057.96; and

4. Morgan's Glen Commercial

- Released and returned Surety Bond (Performance) 7901080281 and any riders associated, in conjunction with the performance portion of the Agreement for Public Improvements for Public Subdivision, \$293,042.55;
- Released and returned Surety Bond (Performance) 7901080282 and any riders associated, in conjunction with the performance portion of the Agreement for Public Improvements for Public Subdivision, \$766,337.37;
- Accepted and executed Surety Bond (Defect) GM220457 securing Section 1.5
 "Maintenance Defects" of the Agreement for Commercial Project Public
 Improvements accepted by the Board of County Commissioners on June 7,
 2022, securing roadway, pavement, potable water and drainage
 improvements, \$16,563.34; and
- Accepted and execute Bill of Sale

BC20230214DOC022

7. COUNTY ADMINISTRATOR/MEETING SCHEDULE

Approved the Revised 2023 Board of County Commissioners Meeting Schedule_{BC20230214DOC023}

8. **COMMUNITY AND VETERANS SERVICES/NON-PROFITS**

- Approved increased funding based on emergency need in the amount of \$178,000 for Manatee Children's Services Emergency Shelter and Group Homes,
- Authorized the County Administrator or designee to execute appropriate documents for funding accountability, and
- Adopted Budget Amendment Resolution B-23-066

BC20230214DOC024

9. <u>DEVELOPMENT SERVICES/FINAL PLAT/STAR FARMS, PHASE IV, SUBPHASES D AND E</u>

- Executed and authorized recording of Final Subdivision Plat;
- Authorized recording of the Eighth Amendment to Community Declaration for Star Farms at Lakewood Ranch;
- Accepted, executed, and authorized recording of Mortgagee's Joinder in and Ratification of Subdivision Plat and All Dedications and Reservations Thereon for Star Farms, Phase IV, Subphases D and E;
- Authorized the County Administrator to Accept, Execute, and Record Agreement for Private Subdivision with Public Improvements Star Farms, Phase IV, Subphases D and E, from Forestar (USA) Real Estate Group, Inc. a Delaware Corporation;

- Authorized the County Administrator to accept and execute Surety Bond for Performance of Required Improvements, Star Farms, Subphases D and E, Surety Bond 1098070, \$440,986.98;
- Authorized the County Administrator to Accept, Execute, and Record Agreement for Private Subdivision with Private Improvements Star Farms, Phase IV, Subphases D and E, from Forestar (USA) Real Estate Group, Inc. a Delaware Corporation;
- Authorized the County Administrator to accept and execute Surety Bond for Performance of Required Improvements, Star Farms, Subphases D and E, Surety Bond 1098069, \$659,079.46;
- Authorized the County Administrator to accept and execute Surety Bond for Performance of Required Improvements, Star Farms, Subphases D and E, Surety Bond 1098071, \$39,061.62; and
- Authorized the County Administrator to accept and execute Surety Bond for Performance of Required Improvements, Star Farms, Subphases D and E, Surety Bond 1098068, \$105,943.50

10. DEVELOPMENT SERVICES/FINAL PLAT/WATERCOLOR PLACE, PHASE II

- Executed and authorized recording of Final Subdivision Plat;
- Authorized recording of the Master Declaration of Covenants, Conditions, Restrictions and Easements for Watercolor Place;
- Authorized the County Administrator to Accept, Execute, and Record Agreement for Private Subdivision with Private Improvements for Watercolor Place Phase II, from Watercolor Place Development, Inc.; and
- Authorized the County Administrator to accept and execute Surety Bond for Performance of Required Improvements, Watercolor Place Phase II, Surety Bond 3303227, \$67,652

11. FINANCIAL MANAGEMENT/BUDGET AMENDMENT

- Adopted Budget Amendment Resolution B-23-053; and
- Adopted Budget Amendment Resolution B-23-059 for Infrastructure Sales Tax

BC20230214DOC027

12. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Amendment 2 to Agreement 20-R074756SAM for the John H. Marble Park Architecture / Engineering Services with Wannemacher Jensen Architects, Inc. in the not-to-exceed amount of \$28,275 for a revised not-to-exceed contract total of \$1,265,340 and add GRPS, Inc. as an approved subconsultant BC20230214DOC028

13. FINANCIAL MANAGEMENT/AGREEMENT

- Authorized Purchasing Official, or designee, to execute Agreement 22-TA0043182DJ for Southwest Water Reclamation Facility Stormwater System Rehabilitation, and accept and date the Public Construction Bond, to the lowest responsive and responsible bidder: Harris-McBurney Company, for a not-to- exceed amount of \$1,795,234.24 based on a construction completion time of 270 calendar days; and
- Adopted Budget Resolution B-23-044, amending the annual budget for FY 23
 (This budget amendment adjusts the FY23-27 Capital Improvement Plan (CIP)
 BC20230214DOC029

14. FINANCIAL MANAGEMENT/AGREEMENT

- Authorized Purchasing Official, or designee, to execute Agreement 22-TA004390LP, 75th Street West Rebase from Cortez Road to Bridge 134094, to the lowest responsive and responsible bidder, Superior Asphalt, Inc., for a total not-to-exceed amount of \$4,008,787.42, based on a construction time of 240 calendar days; and
- Authorized to accept and date the Public Construction Bond

BC20230214DOC030

15. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Agreement 23-R080595SB Security Guard Services to Advanced Nationwide Security Corporation; Excelsior Defense, Inc.; and F.I.R.S.T. Team Security Agency LLC

BC20230214DOC031

16. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Agreement 23-R081035CD for Professional Land Acquisition Services for 59th Street West Project, from Cortez Road to Manatee Avenue, with The Spivey Group, Inc., in the not-to-exceed amount of \$1,097,000

17. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Change Order 1 to Agreement 22-TA003931CD for Professional Transportation Engineering Services for Erie Road East West Projects, from 69th Avenue East to Martha Road and Martha Road to US 301, to DRMP, Inc., in the amount of \$101,752, for a revised not-to-exceed amount of \$3,505,482 BC20230214DOC033

18. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Change Order 1 to Agreement 22-TA004126CD for Professional Transportation Engineering Services for 63rd Avenue East Project, from U.S. 301 to Tuttle Avenue, with Patel, Greene, and Associates LLC, in the amount of \$509,636, for a revised not-to-exceed amount of \$2,001,979

19. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Change Order 2 to Agreement 21-TA003651DJ for Holmes Boulevard Force Main Replacement with Spectrum Underground, Inc., authorizing an additional 72 calendar days to the construction schedule

BC20230214DOC035

20. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute Change Order 3 to Agreement 20-TA003182AJ with Process Control and Instrumentation LLC, for Lake Manatee Water Treatment Plant Supervisory Control and Data Acquisition (SCADA) Replacement Project, adding an additional \$58,832 to the contract amount and an additional 320 calendar days to the construction schedule

BC20230214DOC036

21. FINANCIAL MANAGEMENT/AGREEMENT

Authorized the Purchasing Official, or designee, to execute the Itineris Framework Agreement with Itineris NA, Inc., for Utility Customer Information System (CIS) Software and Implementation Services

BC20230214DOC037

22. NATURAL RESOURCES/TREE TRUST FUND

- Approved the Tree Trust Fund Application for tree beautification in Manatee County Parks in the amount of \$500,000; and
- Adopted Budget Amendment Resolution B-23-063, amending the Annual Budget for FY23

 BC20230214DOC038

23. **PROPERTY MANAGEMENT/DEEDS AND EASEMENTS**

- Accepted Corrective Warranty Deed from Christine L. MacCormack, for Parcel 9, for property located at 7506 17th Avenue West, 75th Street project 20th Avenue West, to Manatee Avenue West;
- Accepted Temporary Construction Easement; and
- Accepted Partial Release of Mortgage from Suncoast Credit Union BC20230214DOC039

24. PROPERTY MANAGEMENT/DEEDS AND EASEMENTS

- Accepted Drainage Maintenance and Access Easement from BMG Park 30 Land Trust, Revocable Land Trust Agreement dated October 30, 2019 for property located at 5505 32nd Street Circle East, Apartment 101, Bradenton; and
- Accepted Permanent Flowage Easement from BMG Park 30 Land Trust, Revocable Land Trust Agreement dated October 30, 2019

 BC20230214DOC040

25. **PROPERTY MANAGEMENT/DEEDS AND EASEMENTS**

Accepted Permanent Sidewalk Easement from Lennar Homes, LLC, for property located at 8642 41st Avenue East, Palmetto BC20230214DOC041

26. PROPERTY MANAGEMENT/DEEDS AND EASEMENTS

Accepted Special Warranty Deed from Hawk Curiosity Creek, LLC for property located at 5460 Buckeye Road, Palmetto

BC20230214DOC042

27. PROPERTY MANAGEMENT/DEEDS AND EASEMENTS

- Accepted and authorized recording Permanent Drainage Easement for Meritage Homes of Florida, Inc., for property located at 13842 Cattail Branch Lane, Parrish; and
- Authorized recording of Affidavit of Ownership and Encumbrances from Steve Harding
 BC20230214DOC043

28. **PROPERTY MANAGEMENT/DEEDS AND EASEMENTS**

Accepted and authorized recording of Temporary Construction Easement from Vizcaya of Bradenton Condominium Association, Inc., for property located at 6101 34th Street West,

Bradenton

BC20230214DOC044

29. **PROPERTY MANAGEMENT/RESOLUTION**

- Adopted Resolution R-23-028; and
- Executed the First Amendment to Lease with Big Bill Foundation, Inc., for office space located at 1051 Manatee Avenue West, Suite 305, Bradenton

 BC20230214DOC045

30. **PROPERTY MANAGEMENT/RESOLUTION**

- Adopted Resolution R-23-022, authorizing execution and recording of Release of Conservation Easement for property located at 2335 University Parkway, Sarasota; and
- Executed and authorized recording of Release of Conservation Easement

BC20230214DOC046

31. PROPERTY MANAGEMENT/RESOLUTION

Adopted Resolution R-23-015, declaring a Public Hearing on March 28, 2023, to vacate a portion of a platted right-of-way, known as Arcadia Avenue in The Plat of Myakka City, located at 10375 Myakka Boulevard, Myakka City

BC20230214DOC047

32. **PROPERTY MANAGEMENT/AGREEMENT**

Executed and authorized recording of Temporary Construction Easement Agreement from Lockwood 70 I, LLC, Lockwood 70 II LLC, and Lockwood 70 III LLC, for property located at 4240 53rd Avenue East, Bradenton

BC20230214DOC048

33. PROPERTY MANAGEMENT/AGREEMENT

Executed Contract for Sale and Purchase for Parcel 101 from Walter Eugene Holt for property located at 1816 75th Street West, Bradenton/75th Street West - 20th Avenue West to Manatee Avenue West

BC20230214DOC049

34. **PROPERTY MANAGEMENT/AGREEMENT**

Executed Contract for Sale and Purchase for Parcel 121 in the amount of \$86,000 from Thoobtsib B. Yang and Gaonou Yang, for the purpose of widening 75th Street West, for property located at 7501 Portosueno Avenue, Bradenton

BC20230214DOC050

35. PROPERTY MANAGEMENT/SUBORDINATION OF UTILITY INTERESTS

- Executed Subordination of County Utility Interests with the Florida Department of Transportation (FDOT) - Parcel 100.3;
- Executed Subordination of County Utility Interests with FDOT Parcel 101.3;
- Execution of Subordination of County Utility Interests with FDOT Parcel 102.2;
- Executed Subordination of Utility Interests for Temporary Easements with FDOT Parcel 700.3; and

36. **PROPERTY MANAGEMENT/SUBORDINATION OF UTILITY INTERESTS**

Executed Subordination of County Utility Interests ("Subordination") with FDOT for Parcel 500 located at 5303 14th Street West, Bradenton

BC20230214DOC052

37. PROPERTY MANAGEMENT/DEEDS AND EASEMENTS

- Accepted and authorized recording of Warranty Deed from Lakewood Ranch Stewardship District for property located at Lorraine Road and Rangeland Parkway, Bradenton:
- Authorized recording of (3) Affidavits of Ownership and Encumbrances from Anne L. Ross; and
- Accepted and authorized recording Warranty Deed from SMR North 70, LLC; and
- Authorized recording of Affidavit of Ownership and Encumbrances from Anthony J.

 Chiofalo

 BC20230214D0C053

38. **PUBLIC WORKS/RESOLUITON**

Adopted Resolution R-23-039 (fka R-22-222) approving the recommended alignment of Lorraine Road from S.R. 64 to 59th Avenue East

BC20230214DOC054

39. PUBLIC WORKS/METROPOLITAN PLANNING ORGANIZATION

Authorized the Chairman to sign a letter of support to FDOT for Metropolitan Planning
Organization U.S. 41 Transit Signal Priority Demonstration Project
BC20230214DOC055
(End Consent Agenda)

RECESS/RECONVENE: 9:51 a.m. – 10:03 a.m. All Commissioners present except Commissioner Kruse.

CITIZEN COMMENTS (Consent Agenda Only)

Chairman Van Ostenbridge reopened Citizen Comments

Diaeldin (Dean) Siad referenced a petition regarding widening Lorraine Road (Item 38) and requested eminent domain proceedings cease, postponing the project, and revisit the design.

George Muniz opposed the widening of Lorraine Road (Item 38), and the taking of his property for the project. He commented on people coming onto his property to mark the future pond without his permission.

Francios Brun-Wibaux, Mariposa Nursery, opposed the widening of Lorraine Road (Item 38) and the effects it would have on his business.

There being no further citizen comments, Chairman Van Ostenbridge closed citizen comments.

Discussion ensued regarding eminent domain attorneys have nothing to do with the County, assure citizens that the County will not trespass in the future, the vote was to look at what is

feasible, there will be a meeting with the public regarding any alignment, and there may be taking of properties, but not taking homes unless there is no other choice.

Clarke Davis, Deputy Director Public Works, stated they are not yet in final design and there are still many issues that need to be addressed. There will be a public meeting. To his knowledge, staff would not go on a citizen's property, but he will check with the outside surveying company. He responded that there are existing ponds on Lorraine, but the engineers would have to see if those ponds would work for the road project.

Discussion ensued regarding the design process, public records requests from eminent domain attorneys and using information to scare property owners, this is narrowing the scope for staff, and the County is far from voting on a final design, come up with a plan to have a communications director, and working with 311 and departments to communicate with citizens.

Lee Washington, Acting County Administrator, noted his office is already working on revamping departments and communications.

PUBLIC HEARINGS (Presentation upon Request)

40. PUBLIC WORKS/ORDINANCE

A duly advertised public hearing was held to consider adoption of proposed Ordinance 23-48, No Thru Commercial Vehicles, Whitfield Avenue from Lockwood Ridge Road to University Parkway.

Discussion ensued regarding Whitfield Avenue and this road is traversed by walkers and golf carts, and the road is not meant for Semi-trucks.

There being no public comment, Chairman Van Ostenbridge closed public comment.

A motion was made by Commission Baugh and seconded by Commissioner Satcher to adopt Ordinance 23-48, amending Subsection 2-22-7(a) of the Manatee County Code; adding Whitfield Avenue from Lockwood Ridge Road to University Parkway to the No Commercial Vehicle Through Zones on the enumerated streets in the unincorporated area of Manatee County, Florida; providing for codification; providing for severability; and providing an effective date. The motion carried 6-0 with Commission Kruse absent.

41. <u>NATURAL RESOURCES/ENVIRONMENTAL LAND MANAGEMENT AND ACQUISITION</u> COMMITTEE (ELMAC)

Charlie Hunsicker, Natural Resources Director, introduced the request to fill five vacancies on ELMAC. Joy Leggit Murphy decided not to apply due to potential conflicts.

There being no public comment, Chairman Van Ostenbridge closed public

Seat 1 - Florida Engineering Society

A motion was made by Commissioner Rahn, seconded by Commissioner Baugh, and carried 6-0, with Commissioner Kruse absent, to appoint Scott Childress to ELMAC.

Seat 2 - Education in Outdoor Sports

A motion was made by Commissioner Baugh and seconded by Commissioner Bearden, and carried 6-0, with Commissioner Kruse absent to appoint Scott Tussing to ELMAC.

Nomination - Seat 3 - Manatee County School Board

Keith McMahon by Commissioner Rahn.

A motion was made by Commissioner Ballard, seconded by Commissioner Baugh, and carried 6-0, with Commissioner Kruse absent to appoint Keith McMahon to ELMAC.

Nomination - Seat 4 - Banking, Finance, or Real Estate Barry Grooms by Commissioner Baugh

A motion was made by Commissioner Satcher, seconded by Commissioner Rahn, and carried 6-0, with Commissioner Kruse absent to appoint Barry Grooms to ELMAC.

Nomination - Seat 5 - Environmental Group Christopher Conley by Commissioner Rahn

A motion was made by Commissioner Satcher, seconded by Commissioner Baugh, and carried 6-0, with Commissioner Kruse absent to appoint Barry Christopher Conley to ELMAC.

Mr. Hunsicker stated staff is evaluating the Ordinance to ensure Commissioners are able to appoint members of their choice from their district, and have those terms coincide with their term as Commissioner.

BC20230214DOC057

42. UTILITIES/AGREEMENT

A motion was made by Commissioner Rahn and seconded by Commissioner Bearden to execute a Cooperative Funding agreement between Southwest Florida Water Management District (SWFWMD) and Manatee County for Toilet Rebate Project (Phase 15, Q319).

Discussion ensued that government should not support certain toilets being installed.

Andra Griffin agreed that government should not support toilet installation.

There being no public comment, Chairman Van Ostenbridge closed public comment.

The motion failed 3-3 with Chairman Van Ostenbridge, and Commissioners Baugh and Satcher voting nay.

BC20230214DOC058

COMMISSIONER AGENDA

43. FALSE ALARM ORDINANCE/COMMISSIONER BAUGH

Commissioner Baugh raised concerns from citizens regarding fines for false alarms. She has information from the Sheriff, and if there is a false alarm a resident should not have to pay year after year.

A motion was made by Commissioner Baugh to work with the County Attorney's office to modify the false alarm ordinance.

Willliam Clague, County Attorney, suggested adding scheduling a public hearing and to advertise the ordinance.

Commissioner Baugh agreed to adding language and the amended motion was seconded by Commissioner Satcher.

There being no public comment, Chairman Van Ostenbridge closed public comment.

The amended motion carried 6-0, with Commissioner Kruse absent.

BC20230214DOC059

44. GUN SANCTUARY COUNTY/COMMISSIONER BEARDEN

Commissioner Bearden would like to appoint the County Attorney to start paperwork to have Manatee County be a gun sanctuary county. He continued to note the majority of the counties in Florida are gun sanctuary counties. Manatee County has the most conservative Board in Florida.

Discussion ensued that is a great thing, especially with the possibility of gun regulations occurring in other states, this is an opportunity to do what the citizens want, there have been many emails regarding this, and ensure that Manatee County will not impede or infringe on the meaning of the Second Amendment.

A motion was made by Commissioner Bearden and seconded by Commissioner Rahn, to direct the County Attorney's Office to begin working on the paperwork to establish Manatee County as a gun sanctuary county.

Discussion ensued that this only enforces the Second Amendment, concern with national politicians taking rights away from citizens, the entire Board ran on conservative values, excited to work with Lee Washington as the Acting County Administrator, legislators will be voting on Constitutional carry, the Parkland shooting was a terrible tragedy and if one person in the school had been carrying it may have stopped the tragedy, change the verbiage to Second Amendment sanctuary county, rather than gun sanctuary county,

Commissioner Bearden, encouraged gun manufacturers to take advantage of tax abatement in Manatee County.

William Clague, County Attorney, stated there are policy statements from other Counties that are resolutions, not ordinances, since this would be a policy change.

Evelyn Almodovar read a statement from the Democratic Party, addressed Florida Red Flag laws, and opposed creating a gun sanctuary county. She continued to address statistics regarding gun violence.

Andra Griffin noted there were knee jerk reactions to the Park Land shooting that actually harm students with lock downs, and supports the proposed resolution.

There being no further public comment, Chairman Van Ostenbridge closed public comment.

Discussion ensued regarding training for gun use.

A motion was made by Commissioner Bearden and seconded by Commissioner Rahn, to direct the County Attorney's Office to begin working on the paperwork to establish Manatee County as a Second Amendment county. The motion carried 6-0, with Commissioner Kruse absent.

BC20230214DOC060

COUNTY ADMINISTRATOR

45. COUNTY ADMINISTRATOR/PROSPECTIVE COUNTY PROJECTS

Lee Washington, Acting County Administrator, noted there are certain projects that may not have had the Board's full approval, and they want to identify projects that have true Board direction. A list of projects in included in the agenda package.

1.a. <u>Convention and Visitor's Bureau (CVB) - Status of Renovation for Convention Center</u>

Elliott Falcione, CVB Director, noted they are close to providing an update and bringing this to the TDC.

Tom Yarger, Property Management, stated the design and engineering for the project is for 15,000 square feet of ball room space, and 15,000 square feet of new renovation, and the parking facilities will be redesigned as well as ponds. The intent is to have the 30 percent plans soon to bring back to the Board. The project is close to the \$38 million mark, which does not include a parking deck. There will be enough parking with the redesign and straightening of the current parking lot and reconfiguration of the ponds. The western side will be a restoration not a renovation, since that is where the parking deck would go in the future if they can build it.

Discussion ensued regarding providing cost estimates, and they need to do as much as they can to work with surface parking.

Mr. Falcione noted the air conditioning replacement is currently happening. The 7th Street Extension has compromised parking, but some of the lost spaces will be reinstated. There is enough surface parking for most events, other than concerts and graduations (eight to 10 per year).

(Enter Commissioner Kruse via Zoom)

Discussion ensued regarding a tremendous cost increase in the project.

Mr. Yarger noted construction costs have increased and the area is confined by the ponds and parking. There is expensive equipment included in the renovations. There is a conceptual floor plan, and they will present the draft GMP to Commissioners.

1.b. CVB - Manatee Ball Hockey request in Lakewood Rach

Mr. Falcione continued to address the Ball Hockey Park in Lakewood Ranch. Tampa Bay Lightning Hockey team wants to provide \$20,000 to enhance the deck, and the Ball Hockey League is requesting \$130,000 to further enhance the deck, and bring in amenities to bring in Ball Hockey tournaments. Ball Hockey started in 2021, and there are 200 participants.

Discussion ensued regarding not having discussed this previously, there should be a high return at a low cost and this could expand sports tourism.

1.c. CVB - Braden River Soccer Club request and options

Mr. Falcione stated there is new leadership at the Baden River Soccer Club. He requested a meeting with the Club to see how the County could better serve them.

Commissioner Baugh requested being informed of further activities.

📔 Discussion ensued regarding Braden River Soccer has a large impact on kids in the area.

4.a. Property Management and Community and Veterans Services - Tunnels to Towers
Charlie Bishop, Deputy County Administrator, explained the Utilities Building at 66th
Street West has been identified as possibly being surplused to Tunnel to Towers for a facility for Veterans services and housing, but they would need to find a new location for Utilities.

Commissioner Kruse stated this was discussed in May 2022, in Washington DC, to address veteran initiatives, and this is a great opportunity.

Mr. Washington noted they have been working on this, and an alternative site was located. Tunnels to Towers is interested in the site to offer various services, including tiny homes for veteran housing. Staff can move forward to find a new location for the Utilities Department.

Discussion ensued regarding this disproportionately effects District 3, who would run the facility, what is the County cost for improvements, what is the cost for moving Utilities and where does that burden come from (County or Utility Enterprise Fund), concern for good intentions being taken advantage of, would there be non- Manatee County residents taking advantage of this, influx of transients coming into the County the last 60 days, make sure the citizens are being taken care of, need four or five acres for this, would it be better in the urban core, and need a work shop.

Mr. Washington addressed costs and noted the organization would operate the facility on their own. An employee or two would be moved from Veterans Services to this site.

Discussion continued there is no need to scrap everything that is going on, but it would be wise to give direction to alleviate concerns, find a way to deliver on previous commitments, individual Commissioner briefings, \$15 million was put aside for the jail to be used for homeless veteran housing, and there needs to be help for veterans.

Mr. Washington assured Commissioners, there will be briefing on everything being discussed today.

Discussion ensued that the Board was informed on how much redoing the Judicial Center jail would cost, and there was \$15 million set aside, regardless of where the facility would be, there would be non-Manatee County residents taking advantage of it, this is not being funded by the County, this today is o provide direction to Mr. Washington. Chairman Van Ostenbridge clarified that there is an extensive number of projects that the Board did not vote on, and this is a chance to review these items, prior to any further spending without the Board's knowledge.

William Clague, County Attorney, stated he was unaware this list was so long, and it is a good idea to have this before the Board to ensure all Commissioners have the same information. He encouraged the Board to not find fault with staff, and noted it is going to take time and effort to address these issues.

Mr. Bishop stated the projected cost is currently at \$10 million which includes purchasing and renovating a building for Utilities.

2.a. Development Services - FPL Projects and Discussion

Courtney DePol, Deputy County Administrator, introduced the item.

Devoney Iglesias, Florida Power and Light, stated the projects are in the exploratory phase including Rails to Trails. There is land that would be conducive to building out that idea, and FPL has never seen a design plan. Staff has the direction to bring forward a design, and they will discuss what would work, regarding their tracks.

Ms. Iglesias also addressed Lighting and noted FPL Energy Services will be able to acquire lighting facilities and maintain them. They have completed an audit of all county lighting

facilities. FPL is also exploring wholesale drinking water supplies, but would need environmental studies, and they are vetting what the opportunity would look like. There is also the potential to purchase water from Little Manatee River, and they are just conducting the studies.

Discussion ensued regarding a resolution was adopted to designate part of the Little Manatee River as a Wild and Scenic River System.

Mr. Clague stated this would not affect that designation.

Ms. Iglesias stated the agreement would look into opportunities. They would need to look at viability and then they can make decisions.

Mr. Clague stated there is County capital involved and they would need to decide who would make that capital investment.

Ms. Iglesias stated the last item is hardening projects, and she assured the Board, that if the Board wants her to be available at a Council of Government meeting to present FPLs progress on hardening track in the County.

Discussion ensued regarding trail project locations and a design is being prepared, but staff would have that information, street lighting in west Bradenton is lacking, residents pay for lighting within their neighborhoods, but there is a lack of lighting throughout the County, and there needs to be direction.

Ms. Iglesias stated FPL would provide maintenance to lighting, but not provide fixtures.

Discussion ensued regarding having a work session on special lighting districts.

RECESS/RECONVENE: 12:10 p.m. - 1:30 p.m. All Commissioners present except Commissioner

Kruse

3.a. - Property Management - Beach Market

Mr. Bishop provided a recap of the Beach Market to Commissioners, and a business case was put together. They reached out to the current vendor who handles the concessions. Electrical hook-up and pedestrian bridges are needed to approach the proposed site at Coguina Beach.

Commissioner Van Ostenbridge stated he does not have a preference for how the market starts. There is \$175,000 in beach money available.

Mr. Bishop stated there are costs to connect electric to the site and construction for small pedestrian bridges since there is a swale going through the site. A video was made of the site and the link was emailed to Commissioners. The rationale to move the site was due to the need for parking.

Discussion ensued regarding needing parking, the market site is at the very south end of the parking lot, and the field could be used for parking,

It is the consensus of the Board that the \$175,000 from beach concessions should be used.

Mr. Bishop stated it could be two to three months to have the bid go out to the public.

Molly White, Sports and Leisure noted the site is set up for 80 vendors. The plan is to have the market open Wednesday and Sunday from 10:00 a.m. to 4:00 p.m.

Discussion ensued to not have the market during the day on the weekend, but have Sunday be a sunset market.

A video was shown of the site location. The video specified true grid material would be used on the ground to make the site ADA accessible.

- Mr. Washington stated they have enough time to work everything out with potential vendors.
- Mr. Bishop stated the tents would be provided by the vendors.
- Discussion ensued regarding the County should not run the market, compensation for a tax payer asset, concession stands at parks are run by the leagues, have non-profits run the market for fund raising, have the County start running it, and then have a vendors take over.
- Mr. Washington stated they need the improvements first, then award a bid.
- Discussion continued regarding having the Chamber of Commerce take it over, put it out to bid while construction is going on, and permitting issues.
- Mr. Yarger stated one bridge would work, but they were trying to make access as easy as possible. There needs to be time to construct the bridges, and procurement could easily take two months. They would have to bring back costs for the tents.
- Discussion ensued regarding the market is eclectic, and the \$175,000 would need to come back as a budget amendment.

Motion

A motion was by Commissioner Rahn and seconded by Commissioner Bearden to direct staff to start the bidding process for the Coquina Beach market.

Mr. Yarger stated the bridge would cost \$45,000.

The motion carried 6-0, with Commissioner Kruse absent

3.b. Property Management - Dream Oaks

Mr. Bishop stated Dream Oaks Camp would like to use the space previously held by the Florida Youth Camp, and funds were approved from ARP funds. They would like to utilize the grounds by this summer.

Charles Meador, Property Acquisition, noted a right-of-entry has been executed for a year, and they will execute a new agreement for every 10 years.

Mr. Bishop stated \$1 million from ARP funds was given to Dream Oaks. The facilities need repair, and Hurricane Ian caused damage. There was a team on site to make repairs.

Discussion ensued that they do not know how much money is expected from the Board.

Mr. Bishop explained there is not a sole source agreement with Dream Oaks since the property is owned by the County.

The consensus from the Board was to set this aside for now.

Discussion ensued that a compromise needs to be reached with Dream Oaks, the Youth Ranch closed, and Bayside Church had their college use it for dormitories,

- Mr. Claque stated the Board needs to hear directly from the non-profit to make a decision.
- Discussion ensued to have Dream Oaks come before the Board, and there is litigation with the Youth Ranch.

3.d. Property Management - Coquina Trail

Mr. Bishop stated the Coquina Trail is under Property Management and is a heavily used trail damaged by storms and tree roots, and thousands of dollars have been spent on repairs. The existing trail was pulled out, root barriers have been put in place, and trees will need to be removed. This request is to move forward with the GMP.

- Discussion ensued that the trail is popular.
- Mr. Yarger stated the beach can be accessed from the trail and it goes along the entire length of the beach.
- Mr. Clague stated this project would be eligible for Tourist Development Council (TDC) funds.
- Chairman Van Ostenbridge stated this item should be put before the TDC.

5 a. Property Management and Public Safety - Animal Services

Mr. Yarger stated this is for a new building at Bishop for 100 kennels for \$17 million. There is an old building that needs to be taken down. The new building will require a lift station, plumbing and air quality facilitie. The building should be hardened for hurricanes.

Discussion ensued that the previous Board approved \$8 million for an animal shelter out east.

- Sarah Brown confirmed there are 53 current kennels at Bishop.
- Chairman Van Ostenbridge clarified there is \$6 million for Bishop and \$2 million for an east county shelter.
- Ms. Brown requested closing the Palmetto facility, and noted the need for a larger facility.
- Mr. Yarger explained not hardening the building could save 25 percent of the total cost.
- Discussion ensued regarding costs to harden the building, moving the animals, benefits of having staff in one place, there are only 53 kennels at Bishop, need room for intake for strays, 100 kennels for the adoption side would be ideal, need to move more pets, and target advertising to specific areas, working on reducing length of stay, and cost per day for an animal.

Mr. Washington suggested knowing the savings due to having a newer facility.

Motion

A motion was made by Commissioner Baugh and seconded by Commissioner Bearden to move the remaining \$2 million from the east county shelter to Bishop so there is \$8 million available and work on an \$8 million building.

Mr. Bishop stated the project is out for bid to hire an architect to start developing the plans. He recommended including \$50,000 to have generator power.

There being no public comment, Chairman Van Ostenbridge closed public comment.

The motion carried 6-0 with Commissioner Kruse absent.

Sheila McLean, Chief Financial Officer, confirmed there is funding set aside for the east county shelter, but it is allocated for future years. They will need to review the Infrastructure Sales Tax funds.

Mr. Clague noted there are statutory requirements and this will need to come back before the Board.

3.c. Property Management - Parking Garage

Mr. Bishop stated there are on-going issues with the parking garage as it is 42 years old. Fawley Bryant was selected for design. Several scenarios have been provided regarding various footprints including using adjacent properties, as well as using the first floor or top for office space.

Mr. Yarger stated there are two years left for the life of the garage.

Mr. Bishop explained discussion are taking place with the City of Bradenton regarding the county owns the old City Hall site on the river, there is the option to have employees work from home, the City of Bradenton would not be willing to expand their garage, and the City can provide 100 spots during the day at their parking facilities. Fleet vehicles can be parked elsewhere. A budget of \$30 million had been ear marked for the project.

Mr. Washington noted needed a true assessment of how many people currently park in the garage.

Mr. Yarger explained it would take approximately 36 months to build a new facility.

It was the consensus of the Board to have Mr. Washington conduct a survey regarding current parking needs and bring that information back to a work session.

Mr. Bishop responded there is pay for parking for the first three floors of the garage. The Manatee Performing Arts Center is willing to sell the GTE building back to the County if the space is needed.

4.b. Property Management and Community and Veterans Services - County Day Care Mr. Washington stated they are always looking for things to help employees since child care is so expensive.

Mr. Bishop noted the Employee Health Benefits (EHB) building is owned by the County, and since EHB has downsized, the building is empty and could be used as a day care. Preliminary cost estimates have been done, and they can reach out to outside vendors. There is also a facility near Turning Points that could be used. ARP funds could be used. The cost is around \$1.5 million for the EHB building, and \$2 million for the other location.

Discussion ensued regarding it is important to have child care as an incentive to employees and retain employees, need to move forward with this, \$55,000 was spent to get initial engineering, and the Board did not vote on this.

Mr. Yarger stated the EHB building is 4,000 square feet and the other building is 3,000 square feet. The other building is a shell.

Mr. Washington explained the management of the Day Care would be outsourced, but they are starting to gather more information as to scope, and getting information from private agencies as to their models and salaries. The plan is to bring this back to the Board for a final decision. A fee schedule would also be brought back. The facility would be hardened so the employee would have somewhere for their children to go after a storm when parents have to work.

Mr. Bishop stated S.R 64 is a class A building. They need to put in a pre-application.

A motion was made by Commissioner Satcher and seconded by Commissioner Ballard to direct staff to move forward with the facility on SR 64 as a day care.

There being no public comment, Chairman Van Ostenbridge closed public comment.

Discussion ensued that the survey will be out again, legalities and liability, nothing has been presented to the County Attorney, and best to have the management outsourced due to insurance.

The motion carried 6-0 with Commissioner Kruse absent

6.a. ITNs for Sale of Surplus Property

Mr. Bishop reviewed the process for surplus property. A recent property was put out for bid and they received \$2.1 million, and a stipulation was to use the property for a gas station or convenience store, and the County would be there first customer in after a storm.

Mr. Bishop noted the same process was done for the Musgrave property. One is a lucrative bid for 14 acres, and the other bid was for the overall package and came in under value. He recommends to continue with the process.

Discussion ensued to talk to all the Commissioners prior to anything coming before the Board.

Courtney DePol, Deputy County Administrator, stated they received an unsolicited proposal for property at the back end of the landfill close to Lakewood Ranch Boulevard.

Discussion ensued to parcel out the property, and get the maximum amount for the highest and best use.

Mr. Meador stated this is a separate property. Property Management can take the lead.

Mr. Clague stated there is a bond covenant regarding Utility property, and there are steps that need to be taken in order to sell Utility property.

Chairman Van Ostenbridge stated the County has clear title to the old city hall property on Wares Creek. He suggested waiting until the City of Bradenton has completed transactions regarding their city hall.

Mr. Bishop stated the property can be brought to the Board at any time, and they are working on getting the property fenced for safety.

7.a. Revision of Resolution R-22-148 (Refunds over \$1,000)

Sheila McClain, Chief Financial Officer, reviewed Resolution R-22-148, increasing the amount of refunds to be approved from \$500 to \$1,000. She would like to expand the amount to \$2,500 and increase the scope to include write-offs such as fee waivers, exclusive of Utilities and EMS. An RLS was completed and this will be brought back in March. A motion is not needed.

7.b. Credit Card Merchant Fees Pass through to Uses

Ms. McLean distributed a scope of work regarding merchant fees related to credit card transactions, and the process was started in April 2022. Staff would like a county wide policy to recover the credit card fees. The County has been absorbing these costs at a total of \$4 million a year. They have engaged current vendors and are validating the data, to start an RLS. They met with Bank of America, and they will also work with the Clerk's office.

Discussion ensued regarding avoiding any issues, evaluate this, and Florida Statute states that a government cannot profit from collecting a finance fee.

Ms. McLean stated they are working with Bank of America and the contract is up in less than a year. They would like to have the pass through for the credit card fees to take place by 2024.

Mr. Clague stated his office opined that this is something the County can do.

Ms. McLean stated they want to make sure that the wording is correct. Many of the fees are from Summer camps, and with the current policy they need to wait to offer refunds. The current policy does not allow fee waivers, and this is why they are asking for a scope change.

Discussion ensued regarding the write-offs.

RECESS/RECOVENE: 3:30 p.m. - 3:40 p.m. All Commissioners present except Commissioner Kruse.

8.a. Pool Fares

Mr. Bishop stated on average they collect \$13,000 a year on pool fees, with the life guards collecting the fees. Recommendation is for a pilot program to allow free admission to the pools during the summer, to avoid having a staff member collect the fees.

Mr. Washington noted the people using the pools do not have pools at home, and could take part in swimming lessons and learn pool safety. If the pilot does not work, this can be revisited. There would still be a fee for large events at the pools.

Discussion ensued that it is important for kids to learn to swim, allows lower income children to use the pools, just spent millions of dollars so the timing could be better, and not every house has a pool.

A motion was made by Commissioner Baugh and seconded by Chairman Van Ostenbridge to institute a pilot program to remove pool fees for the summer.

There being no public comment, Chairman Van Ostenbridge closed public comment.

The motion carried 6-0, with Commissioner Kruse absent.

Chairman Van Ostenbridge recapped the actions today. There was over \$100 million in projects brought forth today, and there is no proposed action on the Convention Center.

- Ball Hockey \$130,000
- Braden River Soccer no cost
- FPL work session and Commissioner Rahn to bring in other vendors
- Tunnels to Towers \$10 million and work session
- Beach Market \$175,000
- Dream Oaks \$1 million on pause, bring back a presentation by Dream Oaks
- Coquina Trail \$1.8 million, on pause and investigate TDC funding
- Animal Shelter \$8 million for adoption center at Bishop
- Parking Garage \$30 Million and have a work session
- County Day Care \$1.5 million as a pilot, provide a survey of employees on who would utilize it
- ITNs Go ahead on Tallevast property. Lena Road will come back and evaluate options
- Convention Center \$17.2 million originally requested, but bonded \$23 million, and cost is up to \$38 million, needs to be revisited, and have individual briefings and a work session

Mr. Bishop stated the Convention Center is being moved from concept to plans, and changes can be made with the conceptual drawings.

Discussion ensued regarding the drawings had a parking garage and there was a roof top bar, it is important to address the convention center now, and work session dates will be looked at tomorrow.

Pay for Performance

Mr. Washington stated they are pushing out the Pay for Performance to staff, and those meeting the minimum qualifications will get increases.

Ms. McLean used a slide presentation to address pay for performance, which was part of the 2023 budget where a five percent increase Cost of living adjustment was made and three percent was reserved. The reorganization caused a delay, the mechanism has been used for years to offer an incentive., and this year they are proposing a different plan. The ranking of Pay for Performance is based on employee evaluations.

Jennifer Harmon, Human Resources Director, noted there are three rankings, Distinguished for a \$3,500 payment, Superior \$2,500, and Successful, \$1,500 payment.

Ms. McLean stated there are exclusions for Bargaining Units, and those employed after July 1, 2022. She continued to the review the total number of employees, and 1,713 employees are getting the Pay for Performance. The payments are effective on March 10.

Ms. Harmon clarified anyone who started after July 1, 2022 was not eligible.

Discussion ensued that the Board voted on this in October and Mr. Washington brought this forward in a matter of days.

Mr. Washington acknowledged the help of staff. There are remaining funds from the \$4 million, and this allows certain employees who may have just missed the cut off, should be rewarded.

A motion was made by Commissioner Satcher and seconded by Commission Ballard to approve the previous plan to compensate the Manatee County employees based on how they performed.

There being no public comment, Chairman Van Ostenbridge closed public comment.

The motion carried 6-0 with Commissioner Kruse absent.

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COMMISSIONER COMMENTS

Commissioner Bearden

Appreciated everyone's support on Second Amendment issue.

Mr. Washington thanked the Board for the opportunity to serve, and that the County will move forward.

Discussion ensued that it took five months to get raises to staff, and appreciate Mr. Washington moving the Pay for Performance forward.

ADJOURN

There being no further business, Chairman Van Ostenbridge adjourned the meeting at 4:14 p.m.

Minutes Approved: July 23, 2023