

**THE HEIGHTS
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
MAY 1, 2015**

THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT AGENDA

MAY 1, 2015 at 10:00 a.m.

SoHo Capital, Inc.

Located at 2330 W. Horatio Street, Tampa, FL 33606

District Board of Supervisors

Chairman
Vice Chairman
Supervisor
Supervisor
Supervisor

Adam Harden
Chas Bruck
Charles A. Harden
David Bruck
I. Clay Thompson, III

District Manager

Meritus
Meritus

Brian Lamb
Brian Howell

District Attorney

Foley

Charles Harper

District Engineer

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **10:00a.m.** with the third section called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

May 1, 2015

Board of Supervisors
The Heights Community Development District

Dear Board Members:

The Regular Meeting of The Heights Community Development District will be held on **Friday, May 1, 2015 at 10:00 a.m.** at the offices of SoHo Capital, Inc., located at 2330 W. Horatio Street, Tampa, FL 33606. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Proposed Fiscal Year 2016 Budget Tab 01
 - B. Consideration of Resolution 2015-09; Adopting Proposed FY 2016 Budget
& Setting Public Hearing Tab 02
 - C. Annual Disclosure of Qualified Electors Tab 03
- 4. BUSINESS ADMINISTRATIVE**
 - A. Consideration of the Landowner's Election Meeting Minutes March 27, 2015 Tab 04
 - B. Consideration of the Board of Supervisors Meeting Minutes March 27, 2015 Tab 05
 - C. General Matters of the District
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. Website Requirement
 - ii. Status of Developer's Funding Agreement
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Lamb
District Manager

The Heights

Community Development District

Proposed Operating Budget Fiscal Year 2016

April 30, 2015



The Heights
Community Development District

Proposed Operating Budget
Fiscal Year 2016

Table of Contents

Section 1:	Budget Introduction
Section 2:	Operating Budget Fund Balance Projections
Section 3:	General Fund 001 Descriptions
Section 4:	Debt Service Fund 200
Section 5:	Schedule of Proposed Assessments



Background Information

The Heights Community Development District is a local special purpose government authorized by Chapter 190, Florida Statute planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDD's represent This allows the community to set a higher standard for construction along with providing a long-term solution to the operation &

The following report represents the District budget for Fiscal Year 2016, which begins on October 1, 2015. The District budget resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on Capital Improvement Revenue Bonds
300	Capital Projects Fund	Bond Proceeds and Contributions to pay for Capital Improvements

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District.



The Heights
Community Development District
Fiscal Year 2016 Proposed Operating Budget
General Fund

	Fiscal Year 2016 Operating Budget
REVENUES	
Special Assessments	
Operations & Maintenance Assessments	48,552
Total Revenues	\$ 48,552
EXPENDITURES	
Legislative	
Supervisor Fees	4000
Total Legislative	\$ 4,000
Financial & Administrative	
District Management & Accounting Services	32,000
District Engineer	3,000
Disclosure	-
Trustee's Fees	-
Auditing Services	-
Postage, Phone, Faxes, Copies	-
Public Officials	1,577
Legal Advertising	1,000
Bank Fees	300
Dues, Licenses & Fees	175
Website Administration	-
Office Supplies	-
Total Financial & Administrative	\$ 38,052
Legal Counsel	
District Counsel	4,000
Total Legal Counsel	\$ 4,000
Electric Utility Services	
Electric Utility Services-Streetlights	-
Electric Utility Services-All Others	-
Total Electric Utility Services	\$ -
Garbage/Solid Waste Control Services	
Garbage Collection	-
Total Garbage/Solid Waste Control Services	\$ -
Water-Sewer Combination Services	
Water Utility Services	-
Total Water-Sewer Combination Services	\$ -
Other Physical Environment	
Field Manager	-
Waterway Management System	-
Property & Liability Insurance	2,500
Amenities Staff	-
Landscape Maintenance - Contract	-
Pool Maintenance	-
Miscellaneous Landscape	-
Plant Replacement Program	-
Clubhouse Maintenance	-
Irrigation Maintenance	-
Total Other Physical Environment	\$ 2,500
Road & Street Facilities	
Pavement & Drainage Repairs & Maintenance	-
Total Road & Street Facilities	\$ -
Total Expenditures	\$ 48,552



The Heights Community Development District General Fund 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of

Recording Secretary

As part of the consulting managers contract, the District retains a Recording Secretary to prepare and record the minutes of the official district records of proceeding.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Financial Services

As part of the consulting managers contract, the District retains Financial Services to process invoices, tax-roll preparation and record the District's transactions in compliance with governmental accounting standards.

Travel Per Diem

This applies at the current rate of mileage reimbursement for official District business.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Rentals & Leases

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.



The Heights Community Development District General Fund 001

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity needs.

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Non-Potable Irrigation Service

This item provides for irrigation service to the District's common area landscape program.

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Road & Street Facilities

Pavement & Drainage Repairs & Maintenance

This item is necessary to contract with a vendor to maintain the road and drainage infrastructure within the District



The Heights
Community Development District
Fiscal Year 2016 Proposed Operating Budget
Debt Service Fund

REVENUES	
Bond Proceeds	\$ -
TOTAL REVENUES	\$ -
EXPENDITURES	
Series 2014 May Bond Principal Payment	\$ -
Series 2014 May Bond Interest Payment	\$ -
Series 2014 November Bond Interest Payment	\$ -
TOTAL EXPENDITURES	\$ -
EXCESS OF REVENUES OVER EXPENDITURES	\$ -
ANALYSIS OF BONDS OUTSTANDING	
Bonds Outstanding - Period Ending 11/1/2015	\$ -
Principal Payment Applied Toward Series 2014 Bonds	\$ -
Bonds Outstanding - Period Ending 11/1/2015	\$ -

**Debt Service totals to be determined upon Issuance of the Series 2014 Bonds



RESOLUTION 2015-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HEIGHTS
COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED
BUDGET FOR THE HEIGHTS COMMUNITY DEVELOPMENT
DISTRICT FOR FISCAL YEAR 2016, SETTING A HEARING FOR
PUBLIC CONSIDERATION OF THE SAME**

WHEREAS, The Heights Community Development District is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida (hereinafter the "District"); and

WHEREAS, the District now believes it appropriate to make reasonable provision with respect to the manner in which the District's Board of Supervisors (hereinafter the "Board") will incur expenses and provide revenues necessary for its operation and any proposed improvement; and

WHEREAS, the District Manager has heretofore prepared and submitted to the District's Board, a proposed operating budget for Fiscal Year 2016, and

WHEREAS, the Board has considered the proposed budget and now desires to set the required public hearing thereon and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. The **Proposed Budget** for The Heights Community Development District for Fiscal Year 2016, attached hereto as **Exhibit "A"** is hereby approved as the basis for conducting a public hearing to adopt the same.

Section 2. A Public Hearing on the proposed budget as approved by the District's Board is hereby declared and set for _____(date) at _____(time), at The Offices of SoHo Capital, Inc. located at 2330 W. Horatio St. Tampa, FL 33606 (location.)

Section 3. Notice of this Public Hearing shall be published in accordance with Section 190.008(2)(a), Florida Statutes.

Section 4. The District's Secretary is directed to submit the proposed budget to Hillsborough County not less than sixty (60) days prior to its scheduled final adoption (Public Hearing).

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 1st DAY OF MAY, 2015.

**THE HEIGHTS COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

CHAIRMAN

SECRETARY

**THE HEIGHTS
COMMUNITY DEVELOPMENT DISTRICT**

District Office ♦ 5680 W. Cypress Street ♦ Suite A ♦ Tampa, Florida 33607 ♦ (813) 397-5121 ♦ Fax (813) 873-7070

To: Board of Supervisors
From: Teresa Farlow, Administrative Assistant
Re: Disclosure of Qualified Elector Count
Date: May 1, 2015

In a letter received by Meritus Districts on March 5, 2015, the Hillsborough County Supervisor of Elections reported that the official number of registered voters located within The Heights Community Development District was **1**, as of March 5, 2015.

THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT

March 27, 2015 Minutes of Landowner's Election

Minutes of the Landowner's Election

The Landowner's Election of the Board of Supervisors for The Heights Community Development District was held on **Friday, March 27, 2015 at 10:00 a.m.** at the offices of SoHo Capital, Inc. located at 2330 W. Horatio Street Tampa, FL 33606.

1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Landowner's Election of the Board of Supervisors of The Heights Community Development District to order on March 27, 2015 at 10:00 a.m.

Board Members Present:

Adam Harden	Chairman
Chas Bruck	Vice Chairman
Charles A. Harden	Supervisor
David Bruck	Supervisor
I. Clay Thompson, III	Supervisor

Staff Members Present:

Brian Lamb	Meritus
Ken Joines	Meritus
David McGannon	Counsel - Hillsborough River Properties

2. APPOINTMENT OF MEETING CHAIRMAN

Mr. Lamb offered to be the meeting chairman for the landowner election.

3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS

Mr. Lamb stated that there were two seats available for this meeting and explained the voting process to all in attendance. Mr. Lamb also stated the seats available are four (4) year terms.

4. ELECTION OF SUPERVISORS

Riverside Heights Holdings cast 20 votes for David Bruck and 20 votes for Charles Harden. Mr. Lamb asked for any other votes and there were none.

5. OWNERS REQUEST

6. ADJOURNMENT

Mr. Lamb adjourned the landowner's election.

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Signature

Printed Name

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal

THE HEIGHTS COMMUNITY DEVELOPMENT DISTRICT

March 27, 2015 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for The Heights Community Development District was held on Friday, March 27, 2015 at 10:00 a.m. at the offices of SoHo Capital, Inc. located at 2330 W. Horatio Street, Tampa, FL 33606.

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the regular meeting of the Board of Supervisors of The Heights Community Development District to order on Friday, March 27, 2015 at 10:05 a.m.

Board Members Present and Constituting a Quorum:

Adam Harden	Chairman
Chas Bruck	Vice Chairman
Charles A. Harden	Supervisor
Clay Thompson	Supervisor
David Bruck	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
Ken Joines	Meritus
David McGannon	Counsel-Hillsborough River Properties

2. PUBLIC COMMENT ON AGENDA ITEMS

3. BUSINESS ITEMS

Mr. Lamb administered the Oaths of Office to David Bruck and Charles Harden as they were just elected to the Board and advised them to contact him with any questions.

A. Consideration of Resolution 2015-01; Canvassing and Certifying the Results of the Landowners Election

Mr. Lamb went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2015-01 as indicated.
MADE BY:	Supervisor Chas Bruck
SECONDED BY:	Supervisor Adam Harden
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	5/0 - Motion passed unanimously

B. Consideration of Resolution 2015-02; Re-Designating Officers

Mr. Lamb explained this Resolution to the Board.

48 MOTION TO: Appoint Brian Howell as Assistant Secretary Robert Rios
49 as Treasurer, Brian Lamb as Secretary and Chas Bruck as
50 Vice Chairman.
51 MADE BY: Supervisor Adam Harden
52 SECONDED BY: Supervisor Chas Bruck
53 DISCUSSION: None further
54 RESULT: Called to Vote: motion PASSED
55 5/0 - Motion passed unanimously

56
57 MOTION TO: Appoint Adam Harden as Chairman.
58 MADE BY: Supervisor Chas Bruck
59 SECONDED BY: Supervisor Charles Harden
60 DISCUSSION: None further
61 RESULT: Called to Vote: motion PASSED
62 5/0 - Motion passed unanimously

63
64 MOTION TO: Approve Resolution 2015-02 indicating Adam Harden as
65 Chairman, Chas Bruck as Vice Chairman, Balance of
66 Board as Assistant Secretaries and Secretary, Treasurer to
67 stay the same and Brian Howell as Assistant Secretary.
68 MADE BY: Supervisor Adam Harden
69 SECONDED BY: Supervisor Chas Bruck
70 DISCUSSION: None further
71 RESULT: Called to Vote: motion PASSED
72 5/0 - Motion passed unanimously

73
74 **C. Consideration of Resolution 2015-03; Designation of a Qualified Public Depository**
75

76 Mr. Lamb explained this Resolution to the Board. Mr. Lamb made the recommendation to use US
77 Ameribank.
78

79 MOTION TO: Approve Resolution 2015-03 designating US Ameribank
80 as the public depository for The Heights CDD.
81 MADE BY: Supervisor Adam Harden
82 SECONDED BY: Supervisor Chas Bruck
83 DISCUSSION: None further
84 RESULT: Called to Vote: motion PASSED
85 5/0 - Motion passed unanimously
86

D. Consideration of Resolution 2015-04; Authorization of Signatories

Mr. Lamb went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2015-04 giving Meritus and the Chairman authorization.
MADE BY:	Supervisor Adam Harden
SECONDED BY:	Supervisor Chas Bruck
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

E. Consideration of Resolution 2015-05; Authorization to Disburse Funds for Expenses

Mr. Lamb went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2015-05 and Amend Resolution 2015-05 and add section 1E to say that all payments are to be made in accordance with the interlocal agreement between The Heights CCD, The City of Tampa, The City of Tampa Community Redevelopment Agency and Riverside Heights Development.
MADE BY:	Supervisor Adam Harden
SECONDED BY:	Supervisor Chas Bruck
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

F. Consideration of Fiscal Year 2015 Developer Funding Agreement

Mr. Lamb went over the Developer Funding Agreement with the Board and Counsel had some questions regarding it along with clarification. The Board would like this Agreement redrawn. There was further discussion between the Board, Counsel and Mr. Lamb.

MOTION TO: Board Secretary to work with District Attorney and simplify the document and make it applicable to the circumstances and continue consideration of the FY 2015 Funding Agreement until the next CDD meeting.

MADE BY: Supervisor Adam Harden

SECONDED BY: Supervisor Chas Bruck

DISCUSSION: None further

RESULT: Called to Vote: motion PASSED

5/0 - Motion passed unanimously

G. Consideration of Resolution 2015-06; Authorize Filing of Expansion Petition

Mr. Lamb reviewed this Resolution with the Board.

MOTION TO: Approve Resolution 2015-06 deleting the lots currently listed as exceptions to the legal description.

MADE BY: Supervisor Adam Harden

SECONDED BY: Supervisor Chas Bruck

DISCUSSION: None further

RESULT: Called to Vote: motion PASSED

5/0 - Motion passed unanimously

H. Authorize RFP for Development

I. Consideration of Resolution 2015-07; Bond Anticipation Note

Mr. Lamb went over this Resolution with the Board.

MOTION TO: Approve Resolution 2015-07.

MADE BY: Supervisor Adam Harden

SECONDED BY: Supervisor Chas Bruck

DISCUSSION: None further

RESULT: Called to Vote: motion PASSED

5/0 - Motion passed unanimously

J. Consideration of Resolution 2015-08; Public Bidding

Mr. Lamb went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2015-08.
MADE BY:	Supervisor Adam Harden
SECONDED BY:	Supervisor Chas Bruck
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	5/0 - Motion passed unanimously

4. BUSINESS ADMINISTRATIVE

A. Consideration of Board of Supervisors Meeting Minutes August 29, 2014

The Board had no corrections to the minutes.

MOTION TO:	Approve the August 29, 2014 minutes.
MADE BY:	Supervisor Adam Harden
SECONDED BY:	Supervisor Chas Bruck
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	5/0 - Motion passed unanimously

B. General Matters of the District

5. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

7. ADJOURNMENT

MOTION TO:	Adjourn
MADE BY:	Supervisor Adam Harden
SECONDED BY:	Supervisor Chas Bruck
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	5/0 - Motion passed unanimously

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Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

☐ **Chairman**

☐ **Vice Chairman**

Signature

Printed Name

Title:

☐ **Secretary**

☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal