MINUTES OF THE MEETING

GOVERNING BOARD SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

BROOKSVILLE, FLORIDA

AUGUST 29, 2017

The Governing Board of the Southwest Florida Water Management District (District) met for its regular meeting at 11:45 a.m., on August 29, 2017, at the Brooksville Office. The following persons were present:

Board Members Present Randall S. Maggard, Chair Jeffrey M. Adams, Vice Chair Bryan Beswick, Secretary Ed Armstrong, Treasurer H. Paul Senft, Member Michael A. Babb, Member Kelly S. Rice, Member John Henslick, Member Michelle Williamson, Member Mark Taylor, Member Joel Schleicher, Member Rebecca Smith, Member James G. Murphy, Member

Staff Members

Brian J. Armstrong, Executive Director Amanda Rice, Assistant Executive Director Karen E. West, General Counsel Kurt P. Fritsch, Inspector General John J. Campbell, Division Director Ken L. Frink, Division Director Mark A. Hammond, Division Director Alba E. Más, Division Director Michael Molligan, Division Director

Board's Administrative Support Cara Martin, Board & Executive Services Manager Lori Manuel, Administrative Assistant

Board Members Absent

A list of others present who signed the attendance roster is filed in the permanent records of the District. This meeting was available for viewing through Internet streaming. Approved minutes from previous meetings can be found on the District's website (www.WaterMatters.org).

PUBLIC HEARING (Audio – 00:00)

1. Call to Order

Chair Maggard called the meeting to order and opened the public hearing. Secretary Beswick stated a quorum was present.

2. Invocation and Pledge of Allegiance

Vice Chair Adams offered the invocation. Chair Maggard led the Pledge of Allegiance to the Flag of the United States of America.

Chair Maggard introduced each member of the Governing Board. He noted that the Board meeting was recorded for broadcast on government access channels, and public input was only taken during the meeting onsite.

Chair Maggard stated that anyone wishing to address the Governing Board concerning any item listed on the agenda or any item that does not appear on the agenda should fill out and submit a "Request to Speak" card. To assure that all participants have an opportunity to speak, a member of the public may submit a speaker's card to comment on agenda items only during today's meeting. If the speaker wishes to address the Board on an issue not on today's agenda, a speaker's card may be submitted for comment during "Public Input." Chair Maggard stated that comments would be limited to three minutes per speaker, and, when appropriate, exceptions to the three-minute limit

may be granted by the chair. He also requested that several individuals wishing to speak on the same issue/topic designate a spokesperson.

CONSENT AGENDA

Chair Maggard asked that before the Board considers action on the Consent Agenda whether there is anyone in the audience who wishes to address the Board regarding an item listed on the Consent Agenda.

3. Oath of Office for Appointed or Reappointed Board Members

Ms. Cara Martin, Board and Executive Services Manager, administered the Oath of Office for Board Member James Murphy.

4. Employee Recognition

Chair Maggard recognized employees who have reached at least 20 years of service with the District and thanked them for their service. The following staff were recognized: Theresa Mulroney, Ron Basso, Melisa Lowe, Cliff Zimmerer, Steve Dicks, Mike Ames and Dwayne Williams.

This item was provided for the Board's information and no action was required.

5. Additions/Deletions to Agenda

Mr. Brian Armstrong, executive director, stated the following item was being deleted from the agenda:

Resource Management Committee

36. FARMS – Berry Patches, Inc. (H761), Hillsborough County

6. Public Input for Issues Not Listed on the Published Agenda

Chair Maggard stated he received one Request to Speak card.

Mr. David Ballad Geddis, Jr., spoke regarding concern for a water crisis.

CONSENT AGENDA

Chair Maggard asked that before the Board considers action on the Consent Agenda whether there is anyone in the audience who wishes to address the Board regarding an item listed on the Consent Agenda.

Board Member Schleicher asked for the following items to be moved to discussion:

8. Board Encumbrance to the Network Storage Replacement Fund

13. FARMS - J.R. Paul Properties, Inc - Doe Hill Citrus Phase 2 (H758), DeSoto County

17. Addendum to Memorandum of Agreement Between Southwest Florida Water Management District and Pasco County

Finance/Outreach & Planning Committee

7. Fiscal Year (FY) 2017 Board Designated Encumbrance Request Staff recommended the Board approve the encumbrance of \$1 million from FY2017 Salary and Benefits appropriation to carry forward into FY2018 for recommended salary adjustments for positions identified in the recently completed salary survey and staff merit increases.

8. Board Encumbrance to the Network Storage Replacement Fund

Staff recommended the Board encumber \$240,000 of funds budgeted in FY2017 to procure computer hardware and software via the Network Storage Replacement Fund reserve account.

9. NuView Contract Cancellation

Staff recommended the Board direct staff not to include funds in the FY2018 budget for the NuView Systems Inc. Maintenance, Support, and Hosting Terms and Conditions agreement, and to provide notice to NuView Systems Inc. of the cancellation of the agreement.

10. Budget Transfer Report

Staff recommended the Board's approval of the Budget Transfer Report covering all budget transfers for July 2017.

Resource Management Committee

11. <u>Initiation and Approval of Rulemaking to Amend Rule 40D-8.624</u>, Florida <u>Administrative Code, to Adopt Minimum and Guidance Levels for Lake Easy in Polk County</u> (P256)

Staff recommended the Board:

- A. Accept the report entitled, "Minimum and Guidance Levels for Lake Easy in Polk County, Florida," dated June 28, 2017.
- B. Authorize staff to make any necessary minor clarifying edits that may result from the rulemaking process and to complete report finalization.
- C. Initiate and approve rulemaking to amend Rule 40D-8.624, F.A.C., to include the proposed Minimum and Guidance Levels for Lake Easy in Polk County as shown in the exhibit.

12. <u>Citrus County Meadowcrest to Crystal River/Duke Reclaimed Project Scope</u> <u>Clarification (P130)</u>

Staff recommended the Board approve the revision of the project evaluation clarifying the Measurable Benefit to explicitly require the utilization of 0.44 mgd of reclaimed water.

13. FARMS – J.R. Paul Properties, Inc – Doe Hill Citrus Phase 2 (H758), DeSoto County Staff recommended the Board:

- 1) Approve the J.R. Paul Properties, Inc. project for a not-to-exceed reimbursement of \$262,000, with \$262,000 provided by the Governing Board;
- 2) Authorize the transfer of \$262,000 from fund 010 H017 Governing Board FARMS fund to the H758 J.R.Paul Properties, Inc. project fund;
- 3) Authorize the Assistant Executive Director to sign the agreement.

14. FARMS - DeSoto Excavating, Inc. - (H759), DeSoto County

Staff recommended the Board:

- Approve the DeSoto Excavating, Inc. project for a not-to-exceed project reimbursement of \$200,000, with \$200,000 provided by the Governing Board;
- Authorize the transfer of \$200,000 from fund 010 H017 Governing Board FARMS Fund to the H759 DeSoto Excavating, Inc. project fund;
- 3) Authorize the Assistant Executive Director to sign the agreement.

Operations, Lands and Resource Monitoring Committee

15. <u>Easement Donation – Central Florida Water Initiative (CFWI) Project, Lake Clinch, SWF</u> Parcel No. 20-020-143

Staff recommended the Board accept the donation of a perpetual easement from the City of Frostproof for the CFWI Project.

16. <u>Addendum to Memorandum of Agreement Between Southwest Florida Water Management</u> <u>District and Pasco County</u>

Staff recommended the Board approve and execute the proposed Addendum.

Regulation Committee

17. Board Encumbrance for the Flow Meter Installation Reimbursement Program in the Dover/Plant City Water Use Caution Area

Staff recommended the Board approve the encumbrance of up to \$310,000 of FY2017 funds to be added to the currently budgeted FY2018 funds of \$250,000 to provide a total of up to \$560,000 for use in FY2018 to complete those FY2017 and the FY2018 flow meter program installations in support of the Flow Meter and Automatic Meter Reading Equipment Implementation Program within the Dover/Plant City Water Use Caution Area.

18. Individual Water Use Permits Referred to the Governing Board - None

General Counsel's Report

- 19. Administrative, Enforcement and Litigation Activities that Require Governing Board Approval - None
- 20. Rulemaking None

Executive Director's Report

21. <u>Approve Governing Board Meeting Minutes - July 25, 2017</u> Staff recommended the Board approve the minutes as presented.

22. <u>Annual Calendar of Fiscal Year 2017-18 Meeting Dates</u> Staff recommended the Board approve the calendar as presented.

Chair Maggard said there is good cause to amend the published agenda as allowed by Section 120.525, Florida Statutes. A motion was made to approve the amendments to the published agenda, as amended, which was seconded. The motion carried unanimously. (Audio 00:09:55)

A motion was made and seconded to approve the Consent Agenda as amended. Motion carried unanimously. (Audio 00:10:17)

Chair Maggard relinquished the gavel to the Finance/Outreach and Planning Committee Chair Armstrong who called the meeting to order. (Audio 00:10:35)

Finance/Outreach & Planning Committee Discussion 23. Consent Item(s) Moved for Discussion

8. Board Encumbrance to the Network Storage Replacement Fund

Board Member Schleicher stated he would like to see the District do routine updated analysis regarding network storage (cloud services) used by the District.

Mr. Steve Dicks, information technology bureau chief, explained a study was completed in 2016 that showed the District could provide network storage at a lower cost than outside vendors. He explained that this is evaluated on an annual basis.

Board Member Schleicher expressed concerns regarding establishing reserves for this type of service.

It was agreed this item would be presented at the September 26 Governing Board meeting. In the interim, Board Member Schleicher will meet with District staff to address this issue.

Staff recommended this item be presented at the September 26, 2017 Governing Board Meeting.



A motion was made and seconded to approve the staff recommendation. Motion carried unanimously. (Audio 00:20:19)

24. Springs Community Partner Award

Ms. Robyn Felix, public affairs bureau chief, presented a springs community partner award in posthumous to Mr. Bob Mercer. Ms. Phillis Rosetti-Mercer was in attendance to accept the award.

Ms. Felix stated that Mr. Mercer was extremely active in the Crystal River community, serving on the City of Crystal River Planning Commission for more than 11 years. He co-founded Save Crystal River in 2010 and served as its president until 2015. In addition to his work with Save Crystal River, he was active in the Kings Bay Rotary Club's "One Rake at a Time" project to remove *Lyngbya* algae from Kings Bay. Mr. Mercer also served on the Citrus/Hernando Waterways Restoration Council, the Three Sisters Springs Community Working Group, and the Springs Coast Technical Advisory Group. He was named Crystal River Citizen of the Year in 2016.

A video was presented regarding Mr. Mercer's efforts to improve the Crystal River/Kings Bay spring system.

This item was presented for the Board's information; no action was required.

25. Fiscal Year (FY) 2018 Budget Development

Mr. John Campbell, management services director, provided a presentation that included: the budget development calendar, expenditure goals and outcomes, summary of expenditure budget changes, expenditures by category, expenditures by program, summary of revenue budget changes and revenues by source.

Mr. Campbell stated the FY2018 budget totals \$183.7 million dollars. He indicated this is an increase of \$3.6 million dollars or two percent compared to FY2017.

Mr. Campbell stated there was one change to the expenditure budget since the July Board meeting due to the allocation of the Florida Department of Environmental Protection (FDEP) Springs Initiative funding by the Governor. A total of \$9.25 million dollars was awarded for four projects. Three of the four, totaling five-million dollars, will not come through the District as FDEP will work directly with the local governments. The remaining \$4.25 million dollars was awarded to the District's Crews Lake Natural Systems Restoration Cooperative Funding Initiative (CFI) project. The Crews Lake project funding received from the state of Florida, increased the CFI funding expenditure category by two million dollars from \$59.8 million dollars to \$61.9 million dollars under the project budget.

Mr. Campbell provided a pie chart that showed a comparison of the FY2017 and FY2018 budgets. He stated the FY2018 budget was allocated similarly to the FY2017 budget with over one-half of the budget allocated to land acquisition, restoration and public works, which included capital projects for water resource development, water supply development assistance and surface water restoration. The expenditure change mentioned increased land acquisition, restoration and public works by \$2.1 million dollars to \$100.3 million dollars.

Mr. Campbell stated there were two revenue changes that have occurred since the July 25 Board meeting. The first was an increase in state funding of \$4,248,885 from the FDEP Springs Initiative for the Crews Lake Natural Systems Restoration CFI project. The second was a reduction of \$2,124,443 in reserves being utilized to balance the budget.

Staff recommended the Board approve the changes to the FY2018 budget that have been made since the July 25, 2017 Governing Board meeting.

A motion was made and seconded to approve the staff recommendation. Motion carried unanimously. (Audio 00:30:17)

26. Inspector General Charter

Mr. Kurt Fritsch, inspector general, provided a presentation that outlined the changes related to the inspector general charter. Changes were made as indicated below in italics:

- <u>Change 1 Standards (located on page 5 of 7)</u>
 5.D. 6. Monitor the implementation of the District's response to any report on the District issued by the Auditor General (AG) or by the Office of Program Policy Analysis and Government Accountability (OPPAGA) and ensure the District meets any reporting deadlines related to those external reports.</u>
- <u>Change 2 Standards (located on page 5 of 7)</u>
 6. Approach . . . In keeping with the collaborative work environment the District fosters, the Governing Board emphasizes that risk-based office consulting services are generally preferable to assurance audits unless an assurance audit is determined to be the best method for obtaining required information. are to be balanced with assurance audits to optimize overall effectiveness.</u>
 - <u>Change 3 purpose (located on page 1 of 7)</u> Function ... The Office of Inspector General provides the internal auditing function for the District. Internal Auditing is an independent and objective assurance and consulting activity that is guided by an overriding philosophy of adding value to improve the operations of the District. The office assists the accomplishment of District objectives by bringing a systematic and disciplined approach to evaluate and or improve <u>the effectiveness of the District's risk</u> <u>management, control processes, and governance.</u> –
 - Operational effectiveness and efficiency
 - Financial and nonfinancial reporting
 - Compliance with appropriate laws, rules, policies, procedures, and contracts
 - Safeguarding of assets

Board Member Smith asked if the District has received the auditor general report. Mr. Fritsch responded in the negative. Chair Maggard stated this item is separate from the pending report. Ms. West, General Counsel, explained why the language was edited.

Staff recommended the Board approve the draft policy as presented.

A motion was made to delay the vote on this item and present it at the September 26 Board meeting. This motion was seconded and motion carried unanimously. (Audio 00:45:46)

Submit & File Reports

27. Disaster Recovery Test: Internet Fail-Over

28. Florida 1B-26 FAC Compliance: Groundwater Modeling Program

Routine Reports

- 29. Treasurer's Report and Payment Register
- 30. Monthly Financial Statement
- 31. Monthly Cash Balances by Fiscal Year
- 32. Comprehensive Plan Amendment and Related Reviews Report
- 33. Development of Regional Impact Activity Report

Committee Chair Armstrong relinquished the gavel to the Resource Management Committee Chair Babb who called the meeting to order. (Audio 00:46:06)

Resource Management Committee Discussion 34. Consent Item(s) Moved for Discussion

13. FARMS - J.R. Paul Properties, Inc - Doe Hill Citrus Phase 2 (H758), DeSoto County

Board Member Schleicher expressed concerns with the use of District funding that he interprets as "subsidizing" Facilitating Agricultural Resource Management Systems (FARMS) projects. Board Member Schleicher clarified that his concern was not related to this specific project.

Board Member Beswick respectfully disagreed. He stated that the FARMS program in the southern region provide opportunities and partnerships to facilitate alternate water supplies that impact groundwater drawdown in that region.

Chair Maggard, Board Member Henslick and Board Member Williamson expressed support for the FARMS program. Board Member Williamson stated that under the FARMS program, the cost to the farmer may not be financially beneficial. She explained that FARMS partnerships are beneficial for water conservation.

Mr. Hammond, director of resource management, provided a history of the FARMS program. He provided information regarding this specific project.

Board Member Schleicher stated that he would like to have staff provide him with more information on future FARMS projects.

Staff recommended the Board:

- 1) Approve the J.R. Paul Properties, Inc. project for a not-to-exceed reimbursement of \$262,000, with \$262,000 provided by the Governing Board;
- 2) Authorize the transfer of \$262,000 from fund 010 H017 Governing Board FARMS fund to the H758 J.R.Paul Properties, Inc. project fund;
- 3) Authorize the Assistant Executive Director to sign the agreement.

A motion was made and seconded to approve the staff recommendation. Motion carried unanimously. (Audio 00:58:13)

35. <u>Homosassa River and Chassahowitzka River Surface Water Improvement and Management</u> (SWIM) Plans (WH01 and WC01)

Dr. Chris Anastasiou, natural system & restoration chief scientist, provided a presentation that outlined the Surface Water Improvement Management (SWIM) plans for the Homosassa and Chassahowitza Rivers. Dr. Anastasiou stated that these plans complete the SWIM plans for the five first-magnitude springs. Dr. Anastasiou provided a history on the SWIM program.

Dr. Anastasiou explained these plans are key strategies for the protection and management of the springs systems. He provided an overview for the Springs Coast Steering Committee (SCSC), Springs Coast Management Committee (SCMC) and the Springs Technical Working Group.

Dr. Anastasiou provided an overview that included: the SWIM plan process, focus areas, primary issues associated with springs system, quantifiable objectives, priority management actions, and projects and initiatives associated with these plans.

Dr. Anastasiou outlined proposed future items for the SCSC and the SCMC.

Staff recommended the Board approve the Homosassa River and Chassahowitzka River SWIM Plans in accordance with Section 373.453, F.S.

A motion was made and seconded to approve the staff recommendation. Motion carried unanimously. (Audio 01:10:49)

36. FARMS - Berry Patches, Inc. (H761), Hillsborough County

Staff recommended the Board:

- Approve the Berry Patches, Inc. project for a not-to-exceed project reimbursement of \$45,807 with \$45,807 provided by the Governing Board;
- 2) Authorize the transfer of \$45,807 from fund 010 H017 Governing Board FARMS Fund to the H761 Berry Patches, Inc. project fund;
- 3) Authorize the Division Director to sign the agreement.

Submit & File Reports 37. Minimum Flows and Levels Priority List and Schedule Update

Routine Reports

<u>Minimum Flows and Levels Status Report</u>
 <u>Significant Water Resource and Development Projects</u>

Committee Chair Babb relinquished the gavel to the Operations, Lands & Resource Monitoring Committee Chair Beswick who called the meeting to order. (Audio 01:11:08)

Operations, Lands & Resource Monitoring Committee Discussion 40. Consent Item(s) Moved for Discussion – None

41. Hydrologic Conditions Report

Mr. Granville Kinsman, hydrologic data manager, provided a presentation on the hydrologic conditions. Mr. Kinsman stated rainfall for July and August has been below normal. He indicated that recovery is slow but the 12-month rainfall has improved.

Mr. Kinsman stated groundwater levels in the northern counties have improved slightly but are in the low-normal range. Groundwater levels in the central and southern counties are within the normal range.

Lake levels in the northern lakes have improved but are still below normal. Tampa Bay and Polk Upland lakes are within the normal range, but the Lake Wales Ridge lake levels are below normal.

The Withlacoochee River is in the extreme-low range. The Hillsborough River is in the normal range and the City of Tampa Reservoir is full. The Alafia River is in the normal range, and the Bill Young Reservoir is being refilled. The Peace River is in the above normal range, and the reservoir and Aquifer Storage and Recovery supplies are being refilled.

The climate forecast, although uncertain, but predicting near normal conditions for September. The rainfall forecast is uncertain through the spring of next year.

Hurricane season forecast indicates 14-19 storms, 5-9 hurricanes and 2-5 major category storms. September is the height of hurricane season.

This routine report provides information on the general state of the District's hydrologic conditions, by comparing rainfall, surface water, and groundwater levels for the current month to comparable data from the historical record.

This item was presented for the Board's information and no action was required.

Submit & File Reports - None

Routine Reports 42. <u>Surplus Lands Update</u> 43. <u>Structure Operations</u> 44. <u>Significant Activities</u>

Committee Chair Beswick relinquished the gavel to the Regulation Committee Chair Adams who called the meeting to order. (Audio 01:21:28)

Regulation Committee Discussion 45. Consent Item(s) Moved for Discussion

17. <u>Board Encumbrance for the Flow Meter Installation Reimbursement Program in the</u> Dover/Plant City Water Use Caution Area

Board Member Schleicher stated that although he was briefed by staff on this item, he still had concerns and would be voting against it.

Mr. Darrin Herbst, water use permitting manager, provided historical information on the 2010 freeze event that occurred in the Dover/Plant City areas.

Mr. Herbst provided an overview of the flow meter reimbursement program. This included: rule language reference, assistance for improving the allocation of well mitigation responsibilities among permit holders, identifying permit compliance issues during a freeze event, assistance in improving the modeling of impacts resulting from pumping during freeze events, monitoring of performance and tracking the progress of management actions implemented and providing for overall assessment of the recovery strategy over time.

Ms. Alba Mas, Regulation director, provided information regarding the development of the rule associated with this program. Discussion ensued regarding compliance associated with this program.

Staff recommended the Board approve the encumbrance of up to \$310,000 of FY2017 funds to be added to the currently budgeted FY2018 funds of \$250,000 to provide a total of up to \$560,000 for use in FY2018 to complete those FY2017 and the FY2018 flow meter program installations in support of the Flow Meter and Automatic Meter Reading Equipment Implementation Program within the Dover/Plant City Water Use Caution Area.

A motion was made and seconded to approve the staff recommendation. Motion carried with 12 votes in favor and one against. (Audio 01:44:56)

46. Consider Water Shortage Order(s) as Necessary

No recommendations were presented.

47. Update on the U.S. Army Corps of Engineers (USACE) Coordination and Delegation – Environmental Resource Permitting (ERP)

Ms. Michelle Hopkins, environmental resource permitting bureau chief, provided a presentation regarding the ERP coordination and delegation with the USACE. This presentation provided an update of the existing USACE/DEP/SWFWMD operating agreement, the existing USACE/SWFWMD State Programmatic General Permit (SPGP) agreement and the expansion of the federal delegation. Ms. Hopkins stated that the USACE has decided to discontinue use of the joint application process after September 2017. She stated applicants will submit directly to the USACE.

She stated the USACE/SWFWMD SPGP coordination agreement, which provides federal verification in conjunction with state authorization for minor low risk activities, is in effect until 2021 and statewide coordination is ongoing for expanded federal delegation.

Board Member Henslick asked how applicants will know to submit to the USACE. Ms. Mas stated the District is notifying consultants during pre-application meetings and when they apply and the USACE will be holding public hearings.

Board Member Henslick asked if the state is delegated Section 404 by the Environmental Protection Agency (EPA), would this be an expenditure for the District. Ms. Hopkins responded that has not been determined.

Mr. Armstrong, executive director, clarified that the USACE's decision to discontinue the ERP joint application process, and delegate Section 404, was due to work force allocation.

This item was provided for information only and no action was required.

48. Denials Referred to the Governing Board

None were presented.

Submit & File Reports - None Routine Reports 49. Dover/Plant City Water Use Caution Area Flow Meter and Automatic Meter Reading (AMR) Equipment Implementation Program 51. Individual Permits Issued by District Staff

Committee Chair Adams relinquished the gavel to Chair Maggard. (02:00:43)

General Counsel's Report Discussion 52. <u>Consent Item(s) Moved for Discussion</u> – None

Submit & File Reports - None Routine Reports 53. <u>August 2017-Litigation Report</u> 54. August 2017-Rulemaking Update

Committee/Liaison Reports 55. Other Committee/Liaison Report

Executive Director's Report 56. Executive Director's Report

Mr. Armstrong, executive director, informed the Board of 12 awards the District received in two statewide competitions. These awards were received from the Florida Public Relations Association (FPRA) and the Public Relations Society of America (PRSA). These awards recognized the Flatford Swamp outreach, Rock Ponds Ecosystem Restoration dedication, the District's WaterMatters Blog, the District's Careers video, the District's Your Health Matters wellness initiative, and the District's semi-annual employee meetings. Mr. Armstrong stated the Polk County Regional Water Cooperative (PRWC) was awarded the FPRA Judges Award, the Golden Image Award and the Dick Pope All Florida Golden Image Award.

Mr. Armstrong introduced Ms. Katie Kelly, legislative affairs program manager.

Mr. Armstrong reminded the Board this was Mr. Mark Hammond's last Board meeting. He thanked Mr. Hammond for his service to the District.

Chair's Report

57. Chair's Report

The Fiscal Year 2018 Tentative Budget meeting will be in the Tampa Office on September 12 at 5:01 p.m. The September 26 Governing Board meeting will be in the Tampa Office and the October 24 Governing Board meeting will be held in the Brooksville Office.

58. Other

59. Employee Milestones

This item was presented for the Board's information, and no action was required.

The meeting was adjourned at 1:56 p.m.

Chair

Attest:

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