



Marion County

Development Review Committee

Meeting Minutes

412 SE 25th Ave
Ocala, FL 34471
Phone: 352-671-8686

Monday, March 11, 2024

9:00 AM

Office of the County Engineer

MEMBERS OF THE PUBLIC ARE ADVISED THAT THIS MEETING / HEARING IS A PUBLIC PROCEEDING, AND THE CLERK TO THE BOARD IS MAKING AN AUDIO RECORDING OF THE PROCEEDINGS, AND ALL STATEMENTS MADE DURING THE PROCEEDINGS, WHICH RECORDING WILL BE A PUBLIC RECORD, SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS LAW OF FLORIDA. BE AWARE, HOWEVER, THAT THE AUDIO RECORDING MAY NOT SATISFY THE REQUIREMENT FOR A VERBATIM TRANSCRIPT OF THE PROCEEDINGS, DESCRIBED IN THE NOTICE OF THIS MEETING, IN THE EVENT YOU DESIRE TO APPEAL ANY DECISION ADOPTED IN THIS PROCEEDING.

1. ROLL CALL

MEMBERS PRESENT:

Michael Savage Chairman (Building Safety Director)
Ken McCann (Fire Marshal)
Steven Cohoon (County Engineer)
Chuck Varadin (Growth Services Director)
Jody Kirkman (Utilities Director)

OTHERS PRESENT:

Kenneth Odom (Planning/Zoning)
Marcus Lloyd (Planning/Zoning)
Alice Webber (Planning/Zoning)
Susan Heyen (Landscape/Parks)
Michelle Hirst (911)
Alexander Turnipseed (Office of the County Engineer)
Kevin Vickers (Office of the County Engineer)
Riley Jones (Office of the County Engineer)
Don Watson (Office of the County Engineer)
Chelsea Figueroa (Office of the County Engineer)
Kristen Savage (Office of the County Engineer)

2. PLEDGE OF ALLEGIANCE

3. ADOPT THE FOLLOWING MINUTES:

3.1. March 4, 2024

Motion by Ken McCann to approve the minutes, seconded by Jody Kirkman

Motion carried 5-0

4. PUBLIC COMMENT: None**5. CONSENT AGENDA: STAFF HAS REVIEWED AND RECOMMENDS APPROVAL**

5.1. **Liquor Lane - Major Site Plan**
Project #2023070013 #30369
EDA Consultants

5.2. **7058 SW 129TH Place - Waiver Request to Water Main Extension**
Project #2024020095 #31219
Parcel #8010-0903-06 Permit #2024020340
Brite Properties of Florida

LDC 6.14.2.A(3) - Water Main Extension to Farthest Property Corner

CODE states When property is within connection distance, the water main shall be extended to the farthest property line. Refer to Sec. 6.15.3.B for fire hydrant installation requirements.

APPLICANT states Water main exists at parcel's lot line but not across as is required by Code. CONDITIONAL WAIVER approved provided applicant (1) opens a water utility account with MCU; (2) pays all Connection charges; and (3) pays \$5K capital connection fee as this is part of a pending ARPA grant to design and extend water main for all gaps in Marion Oaks Unit 7/10.

5.3. **McDowell Dodd P & McDowell Jill M - Waiver Request for Family Division**
3150 SE HWY 42 Summerfield
Project #2024020100 #31229 Parcel #44773-000-00
McDowell Dodd P

LDC 2.16.1.B(10) - Division of Land

CODE states Family Division. A parcel of record as of January 1, 1992 that is located in the Rural Land may be subdivided for use of immediate family members for their primary residences. Within the Farmland Preservation area, each new tract and the remaining parent tract must be at least three (3) acres in size. Within the Rural Land outside of the Farmland Preservation area each new tract and the remaining parent tract must be at least one acre in size. In the Urban Area, only parcels of record as of January 1, 1992 which are low density residential property exceeding two acres in size may be divided for the use of immediate family members for their primary residences up to the maximum density of one dwelling unit per gross acre. Immediate family is defined as grandparent, parent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild. A parcel of record shall not be allowed to be divided more than three times as a family division. Minimum access onto a road or street shall be 40 feet in width and shall be provided

by recorded deed or by recorded non-exclusive easement. No subdivision to the same family member more than once every five years shall be permitted. Any subdividing of a parcel of record for the purpose of family division shall follow the waiver request process.

APPLICANT requests family division to give 2.5 acres to daughter, Morgan Kennel.

Motion by Steven Cohoon approve items 5.1-5.3, seconded by Ken McCann

Motion carried 5-0

6. SCHEDULED ITEMS:

**6.1. Ocala 3 Parking - Waiver Request to Major Site Plan in Review
Project #2023050052 #31084 Parcel #23191-002-00
Menadier Engineering**

LDC 6.7.4. - Shade trees

CODE states Shade trees are required for all developments excluding residential developments. A. The post-development ratio of shade trees to the area of the site shall be a minimum of one shade tree per 3,000 square feet. B. Shade trees may include: (1) Protected and preserved trees which have a favorable assessment, and/or (2) Trees as required for buffers, parking areas, vehicle use areas, and building areas, and/or (3) Trees as required as replacement trees. C. When mature trees with a full canopy of 30-foot radius or larger, with a favorable assessment, are preserved on the project site, a credit of two shade trees may be used towards the overall shade tree requirement. D. Required shade trees shall meet the minimum size requirements in Section 6.8.10.C.

APPLICANT requests waiver to minimum number of shade tree requirements. The proposed project is a truck parking lot. We are providing an enhanced buffer along western boundary and multiple trees within each landscape island. There are approximately 10-acres not being developed at this time that will be used to meet the minimum shade tree requirements.

Motion by Michael Savage to approve waiver request working with staff in regards to the placing and pushing out of the foliage as described, seconded by Ken McCann

Motion carried 4-0

LDC 6.8.6.K(2) - Buffers

CODE states B-Type buffer shall consist of a 20-foot wide landscape strip with a buffer wall. The buffer shall contain at least two shade trees and three accent/ornamental trees for every 100 lineal feet or fractional part thereof. Shrubs and groundcovers, excluding turfgrass, shall comprise at least 50 percent of the required buffer.

APPLICANT requests waiver to the requirement to construct a wall within Type B buffer. We are proposing a 40-foot-wide buffer with enhanced tree plantings.

Motion by Jody Kirkman to deny the waiver as requested, seconded by Ken McCann

Motion carried 4-1 with Michael Savage voting in opposition

LDC 6.8.7.C - Parking areas and vehicular use areas

CODE states A landscaped parking lot island shall be located every ten parking spaces and shall be a minimum of 200 square feet in size with properly drained soils. For paved parking areas within a Primary SPZ, including those with permeable or porous surfaces, parking lot islands shall be completely planted with shrubs or groundcovers; the use of turfgrass is prohibited.

APPLICANT requests waiver to exceed 10 parking spaces in a row. The proposed use is a long-term truck parking lot in an industrial area. Oversized landscape islands are provided at the terminus of all rows with multiple shade trees.

Motion by Steven Cohoon to approve the waiver as requested, seconded by Michael Savage

Motion carried 5-0

**6.2. RD Plaza Warehouses - Waiver Request to Major Site Plan in Review
Project #2024010064 #31078 Parcel #9024-0565-09
Menadier Engineering**

LDC 6.11.5.C(1) - Driveway access

CODE The minimum allowed distance between a commercial driveway and the nearest intersecting roadway or driveway shall be as shown in Table 6.11-2.

APPLICANT states Driveway proposed 176-ft from PC to PC; 213-ft from PC to CL of proposed driveway; and if measured from edge of pavement to edge of pavement, the distance is 241-ft. We located the driveway as far from the intersection as possible. County requires 245-ft for roads with 35 mph or less. This portion of roadway is 30 mph. We're requesting a waiver to driveway spacing for the driveway on Chestnut Road.

Motion by Steven Cohoon to approve the waiver as requested, seconded by Jody Kirkman

Motion carried 5-0

LDC 6.8.6.K(2) - Buffers

CODE states B-Type buffer shall consist of a 20-foot wide landscape strip with a buffer wall. The buffer shall contain at least two shade trees and three accent/ornamental trees for every 100 lineal feet or fractional part thereof. Shrubs and groundcovers, excluding turfgrass, shall comprise at least 50 percent of the required buffer.

APPLICANT is requesting a waiver to construct a 6-ft tall vinyl fence in lieu of wall along northern boundary within Type B Buffer.

Motion by Michael Savage to approve the waiver as requested, seconded by Chuck Varadin

Motion carried 5-0

6.3. Midway Terrace Apartments - Waiver Request to Major Site Plan in Review
Project #2023050037 #30147 Parcel #9007-0101-17
Linn Engineering & Design

LDC 6.13.6.A(3)(c) - Stormwater quality criteria

CODE states Dry retention systems that have a depth of six feet or less, measured from top of bank to pond bottom, with side slopes that are no steeper than 4:1 and sodded bottoms.

APPLICANT states DRAs is 5' deep and is required to be sodded on sides and bottom. Alternatively, seed and mulch may be pursued via waiver. Applicant must adhere to FDOT Specification section 570 for establishment requirements. Proposed DRA stabilization method is included on the DRA cross section.

Motion by Jody Kirkman to approve the waiver as requested, seconded by Ken McCann

Motion carried 5-0

LDC 2.12.8. - Current boundary and topographic survey

CODE states Current boundary and topographic survey (one-foot contour intervals extending 100 feet beyond the project boundary) based upon accepted vertical datum. Surveys will be less than 12 months old and accurately reflect current site conditions, meeting standards set forth in Ch. 5J-17 FAC. Alternate topographic data may be accepted if pre-approved by the Marion County Land Surveyor.

APPLICANT states Topographical Contours states, "LDC requires that one-foot contours extend 100 feet beyond the project boundary." Topo Contours 100' beyond property lines is excessive, since that would require a survey of the entirety of adjacent lots. In lieu of 100', the client will provide 50' when possible, which is standard practice.

Motion by Steven Cohoon to approve the waiver as requested, seconded by Michael Savage

Motion carried 5-0

6.4. Midway Terrace Apartments 9007-0101-18 - Waiver Request to Major Site Plan in Review
Project #2023050074 #30183 Parcel #9007-0101-18
Linn Engineering & Design

LDC 6.13.6.A(3)(c) - Stormwater quality criteria

CODE states Dry retention systems that have a depth of six feet or less, measured from top of bank to pond bottom, with side slopes that are no steeper than 4:1 and sodded bottoms.

APPLICANT states DRAs is 5' deep and is required to be sodded on sides and bottom. Alternatively, seed and mulch may be pursued via waiver. Applicant must adhere to FDOT Specification section 570 for establishment requirements. Proposed DRA stabilization method is included on the DRA cross section.

Motion by Jody Kirkman to approve the waiver as requested, seconded by Ken McCann

Motion carried 5-0

LDC 2.12.8 - Current boundary and topographic survey

CODE states Current boundary and topographic survey (one-foot contour intervals extending 100 feet beyond the project boundary) based upon accepted vertical datum. Surveys will be less than 12 months old and accurately reflect current site conditions, meeting standards set forth in Ch. 5J-17 FAC. Alternate topographic data may be accepted if pre-approved by the Marion County Land Surveyor.

APPLICANT states Topographical Contours states, "LDC requires that one-foot contours extend 100 feet beyond the project boundary." Topo Contours 100' beyond property lines is excessive, since that would require a survey of the entirety of adjacent lots. In lieu of 100', the client will provide 50' when possible, which is standard practice.

Motion by Jody Kirkman to approve the waiver as requested, seconded by Ken McCann

Motion carried 5-0

- 6.5. WEC - Arena 6 Modification - Standalone Waiver Request to Previously Approved Major Site Plan Revision**
Project #2023060027 #31227
Parcel # 21068-002-00, 21056-000-00 & 12674-001-00
Tillman & Associates Engineering

LDC 6.7.4. - Shade trees

CODE states Shade trees are required for all developments excluding residential developments. A. The post-development ratio of shade trees to the area of the site shall be a minimum of one shade tree per 3,000 square feet. B. Shade trees may include: (1) Protected and preserved trees which have a favorable assessment, and/or (2) Trees as required for buffers, parking areas, vehicle use areas, and building areas, and/or (3) Trees as required as replacement trees. C. When mature trees with a full canopy of 30-foot radius or larger, with a favorable assessment, are preserved on the project site, a credit of two shade trees may be used towards the overall shade tree requirement. D. Required shade trees shall meet the minimum size requirements in Section 6.8.10.C.

APPLICANT requests waiver for tree requirements to be waived or modified to allow less trees but larger trees based on inches.

Motion by Jody Kirkman to approve the waiver as requested with understanding that they will put the maximum number of trees in place, seconded by Ken McCann

Motion carried 5-0

LDC 6.7.9.C - Replacement trees

CODE states Replacement trees shall meet the minimum tree requirements established in Section 6.7.8.

APPLICANT requests waiver from pre-development trees. This site is located in the rear of WEC and is adjacent to an existing large parking lot, which has large trees throughout the area. The trees we are saving are large live oaks, adding additional trees will impair existing grass overflow parking.

Motion by Jody to approve the waiver as requested with the understanding that

ownership needs to provide a letter noting that the replacement trees will be added in another location on the property as well as noting the mitigation credits they currently have

Motion carried 5-0

- 6.6. Calesa Township - Self-Storage Facility - Waiver Request to Major Site Plan in Review**
6140 SW 38th St Ocala
Project #2023040107 #30062 Parcel #35300-000-14
Tillman \$ Associates Engineering

LDC 2.12.8. - Current boundary and topographic survey

CODE states Current boundary and topographic survey (one-foot contour intervals extending 100 feet beyond the project boundary) based upon accepted vertical datum. Surveys will be less than 12 months old and accurately reflect current site conditions, meeting standards set forth in Ch. 5J-17 FAC. Alternate topographic data may be accepted if pre-approved by the Marion County Land Surveyor.

APPLICANT requesting a waiver to provide a survey that does not provide one-foot contours extending 100 feet beyond the project boundary. The survey does not extend outside the property line to the south. Existing LiDAR will be used for the area. Staff supports the waiver.

Motion by Steven Cohoon to approve the waiver as requested, seconded by Jody Kirkman

Motion carried 5-0

LDC 6.11.4.B.(1 & 2) - Access management

CODE states Cross Access (Parallel Access). (1) Cross access is required to reduce the use of the public street system, provide for movement between adjacent and complementary land uses, limit access to Arterial and Collector roads, and minimize full median openings. Cross access shall be shown on the plans and shall be established through a public easement. (2) Cross access shall be provided and constructed for all commercial, industrial, and multi-family residential development on arterial and collector roads unless it is determined by the County Engineer to not be practical or reasonable due to adjacent features, specific type of development, or the potential development of the adjacent property.

APPLICANT requesting a waiver to not provide cross access to the southern property line. The RV and Storage Facility will primarily function as an amenity for Calesa Township. The majority of the site is fenced and gated for security, which only leaves a small portion of the site available to provide the cross access. Where we do have the availability, there is a Marion County DRA directly to the south on the adjacent parcel.

DRC did not act on this waiver request as this item is at the discretion of the County Engineer. Brief discussion ensued with the County Engineer supporting the request.

No motion made

LDC 6.8.2. - Landscape plan requirements & LDC 6.9.2.A - Irrigation Submittal requirements.

CODE states A landscape plan which indicates the following is required for all development except for individual single-family homes and duplexes.

CODE states an irrigation plan shall be provided prior to issuance of a development order or building permit.

APPLICANT requests to allow landscape submittals to be 90 days following improvement plan approval, as outlined in the attached. Please see "Landscape Submittals" attachment.

Motion by Jody Kirkman to table until the Landscape Submittal attachment is provided, seconded by Steven Cohoon with additional discussion.

Motion was withdrawn

Motion by Chuck Varadin to approve based on the time frame of no later than 90 days for the trailing submittal, seconded by Steven Cohoon

Motion carried 5-0

LDC 2.22.4. - Tree removal

CODE states the purpose of this division is to regulate the protection, removal, replacement, and maintenance of trees from or in public and private property. Tree protection and replacement shall work cooperatively with landscaping requirements to preserve and enhance the aesthetic quality of Marion County, complementing the natural and built environments, while providing shade and habitat through:

- (a) Preservation of existing trees and native plant communities;
- (b) Replacement of trees that are removed;
- (c) Maintenance of trees and
- (d) Prevention of tree abuse; and (e) Enforcement.

APPLICANT requests a waiver to allow alternative assessment of existing trees in order to include tree preservation early in the design process and to expedite tree assessment and protection with in large tracts as outlined in the attached. Please see "Landscape Submittals" attachment.

Motion by Chuck Varadin to table until applicant submits the Landscape Submittal attachment, seconded by Jody Kirkman

Motion carried 5-0

LDC 6.7.4 - Shade Trees & LDC 6.7.8 - Protected tree replacement requirements

CODE states Shade trees are required for all developments excluding residential developments. A. The post-development ratio of shade trees to the area of the site shall be a minimum of one shade tree per 3,000 square feet. B. Shade trees may include: (1) Protected and preserved trees which have a favorable assessment, and/or (2) Trees as required for buffers, parking areas, vehicle use areas, and building areas, and/or (3) Trees as required as replacement trees. C. When mature trees with a full canopy of 30-foot radius or larger, with a favorable assessment, are preserved on the project site, a credit of two shade trees may be used towards the overall shade tree requirement. D. Required shade trees shall meet the minimum size requirements in Section 6.8.10.C.

CODE states all trees not permitted for removal must be protected and maintained. For those protected trees permitted for removal, trees shall be replaced in accordance with the minimum standards.

APPLICANT requests a waiver to allow 2" shade trees and #7 (5-6' HT) size pine shade trees to meet requirements and receive credit. Owner typically plants additional tree to increase overall shade tree coverage, and would achieve this by installing smaller trees that are easier to establish, and over time will perform with little long-term difference. Please see attachment.

Motion by Michael Savage to table giving the applicant time to work with staff, seconded by Chuck Varadin

Motion carried 5-0

LDC 6.8.7.D & E - Parking areas and vehicular use areas

CODE states Trees within parking areas. (1) All trees required for parking areas and vehicular use areas shall be shade trees, unless required otherwise by provisions in this section. (2) All parking lot islands, including terminal parking lot islands, shall contain one shade tree unless site lighting fixtures are proposed in said island. Double parking lot islands (where double-loaded parking bays are proposed) shall contain two shade trees. (3) In parking lot islands with site lighting fixtures, an arrangement of one or two accent/ornamental trees shall be installed depending on the size and configuration of the island. (4) Parking lot islands with control signage may contain other tree (or palm) species, in lieu of shade trees, which will not conflict with the visibility of such signage. E. Each row of parking spaces shall be terminated by a landscaped island.

APPLICANT requesting a waiver to be exempt from this section due to the functional conflict of storage and tree, and to maximize surface area for storage.

Motion by Chuck Varadin to approve the waiver request subject to providing documentation on where the trees are going to be placed, seconded by Michael Savage

Motion carried 5-0

LDC 6.7.8. - Protected tree replacement requirements

CODE states all trees not permitted for removal must be protected and maintained. For those protected trees permitted for removal, trees shall be replaced in accordance with the minimum standards set forth below. A. Replacement is not required where the property owner retains existing trees on the site which total an average of 100 inches DBH per acre. If

replacement is necessary, a minimum of 100 inches DBH per acre on the average shall be achieved. B. If the pre-development number of inches is less than 100 DBH per acre on the average, the property owner shall replace trees to equal the pre-development number of DBH inches. C. Replacement of trees less than 30 inches DBH and permitted for removal shall be as described below: (1) Existing trees measuring 10 inches DBH to 19 inches DBH shall be replaced with a ratio of one-inch replacement per two inches removed and the minimum replacement tree size is 3.5-inch caliper. (2) Existing trees measuring 20 inches DBH to 29 inches DBH shall be replaced with a ratio of 1.5 inches replacement per two inches removed and the minimum replacement tree size is 3.5-inch caliper. D. Replacement of trees 30 inches DBH or greater and permitted for removal shall be as described

below:(1) All trees which receive a favorable assessment may be approved for removal by the County's Landscape Architect or his designee under the following circumstances:(a) The tree materially interferes with the proposed location, service or function of the utility lines or services, or rights-of-way, and(b)The tree cannot be preserved through re-design of the infrastructure. (2) All trees which receive a favorable assessment shall be replaced inch-for-inch and the minimum replacement tree size is 4.0-inch caliper. (3) All trees which receive an unfavorable assessment shall be replaced with a ratio of 1.5 inches replacement per two inches removed and the minimum replacement tree size is 3.5-inch caliper. E. Trees removed pursuant to a permit for construction in rights-of-way, approved by the County, State or Federal authority, shall not be required to replace the DBH of trees removed if such authority demonstrates that such trees conflict with proposed utilities, drainage, or roadway construction.

APPLICANT requests waiver to allow tracking of mitigation trees and provide future tree preserve areas per staff discussion on 2/27/2024.

Motion by Chuck Varadin to approve the waiver request with a 30-day update and 120 days total to submit the final, seconded by Michael Savage

Motion carried 5-0

**6.7. Carson L / Carson Brothers Property - Standalone Waiver Request
181 SW 80TH AVE OCALA
Project #2021080049 #31222 Parcel #23209-000-00
Tillman & Associates Engineering**

LDC 6.11.5.C.1 Driveway Spacing

CODE states the minimum allowed distance between a commercial driveway and the nearest intersecting roadway or driveway shall be as shown in Table 6.11-2.

APPLICANT requests a waiver as the code calls for 440' spacing. This is a request to reduce separation of existing driveway spacing for site plan to be submitted in the future. This is in conjunction with SW 80th Avenue project.

Motion by Steven Cohoon to approve subject to 1. The existing northern driveway shall be removed 2. The applicant shall design and construct a left turn lane into the full access driveway. 3.The turn lane plans must be submitted as an offsite improvement plan concurrently with the site plan. 4.The applicant may move forward with the site plan construction without constructing the left turn lane until the County's project goes to construction. 5. When the County's project goes to construction, the applicant may coordinate with the County's contractor to construct the turn lane at the same time as the rest of the project is under construction or wait until the County's project is complete and then construct the turn lane. 6. If the applicant choses to wait until the County's project is complete, the turn lane shall be under construction within 3 months of the completion of the County's project. 7. And, with the understanding the access could change due to potential needs (future projects), seconded by Jody Kirkman

Motion carried 5-0

6.8. Velazco Barn Replacement - Waiver Request to Major Site Plan
6133 SE 123RD LN Bellevue
Project #2024020089 #31207 Parcel #45369-002-00
Jennifer's Permitting Service

LDC 2.21.1.A(1) - Major Site Plan

CODE states a Major Site Plan shall be submitted for review and approval prior to the issuance of a Building Permit or prior to the construction of site improvements when proposed improvements exceed any of the following thresholds: (1)

Collectively, all existing and proposed impervious ground coverage equals or exceeds 35 percent of the gross site area or 9,000 square feet.

APPLICANT requests a waiver to a Major Site Plan to address stormwater control; owner is replacing an existing barn with a new one (3172 square feet) total impervious square feet to become approx. 15.81% on his 2.46-acre parcel. Owner is working with a surveyor to create a survey/site plan to show all structures. SF and can show a DRA to meet storm water requirements.

Motion by Steven Cohoon to approve the waiver request conditionally subject to 1. The applicant providing controls for the additional run-off in excess of the 100-year 24hr storm 2. A permit inspection hold will be in effect until a sketch of the improvements is provided and approved by stormwater department 3. A final hold will be in effect until staff conducts a final inspection verifying construction has occurred and disturbed areas have vegetative cover established at time of final inspection and (b) the applicant must provide a final sketch, noting the horizontal extents and volume capacity of the stormwater controls, seconded by Jody Kirkman

Motion carried 5-0

6.9. Quail Meadow Property Owners Association, Inc. - Road Closing / Abrogation
Project #2023090091 #30691
Quail Meadow Property Owners Association, Inc.

Tabled from 10/16/23 and 1/22/24 to allow more time to work with staff regarding gates and current maintenance. Applicant provided revised proposed gate drawings.

The Petitioner is requesting to privatize all the dedicated road(s), rights-of-way and appurtenant drainage facilities within the Plat of Quail Meadow, Plat Book Y, Pages 89-91.

Motion by Jody Kirkman to rehear, seconded by Ken McCann

Motion carried 5-0

Motion by Chuck Varadin to approve with understanding that a copy of the agreement with Rudnianyn will need to be submitted, seconded by Steven Cohoon.

Motion carried 5-0

7. CONCEPTUAL REVIEW ITEMS: None

8. DISCUSSION ITEMS:

Steven discussed sharing the link to the bylaws with the rest of the Committee.

9. OTHER ITEMS: None

Motion by Michael Savage to Adjourn, seconded by Chuck Varadin

Motion carried 5-0

10. ADJOURN: 10:36 am

Michael Savage, Chairman

Attest:

Kristen Savage
OCE Customer Service Specialist