

# **TOSCANA ISLES**

## **COMMUNITY DEVELOPMENT DISTRICT**

**November 15, 2022**

## **BOARD OF SUPERVISORS CONTINUED REGULAR MEETING AGENDA**

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

**Toscana Isles Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0100•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

November 8, 2022

**ATTENDEES:**  
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors  
Toscana Isles Community Development District

Dear Board Members:

The Board of Supervisors of the Toscana Isles Community Development District will hold a Continued Regular Meeting on November 15, 2022 at 10:00 a.m, at the offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238. The agenda is as follows:

1. Call to Order/Roll Call
2. Discussion/Consideration: Meeting Duration **[1 hour]**
3. Public Comments **[10 minutes]**
4. Consider Appointment of Qualified Electors to Fill Unexpired Terms of Seats 2 and 4; *Terms Expire November 2024* **[4 minutes]**
  - Candidates
    - A. James K. Collins
    - B. Suzanne J. Doyle
    - C. Michael Traczuk
5. Administration of Oath of Office to Newly Appointed Supervisors (*the following to be provided in a separate package*) **[4 minutes]**
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - B. Membership, Obligations and Responsibilities
  - C. Financial Disclosure Forms
    - I. Form 1: Statement of Financial Interests
    - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - III. Form 1F: Final Statement of Financial Interests


- D. Form 8B – Memorandum of Voting Conflict
- 6. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date **[4 minutes]**
- 7. Consideration of Resolution 2023-02 Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date **[3 minutes]**
- 8. Continued Discussion: Policy Regarding Parking and Towing **[3 minutes]**
- 9. Consideration of Juniper Landscaping of Florida, LLC, Fifth Addendum to Contract **[5 minutes]**
- 10. NEXT MEETING DATE: December 7, 2022 at 10:00 A.M.

○ QUORUM CHECK

Seat 1	William Contardo	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Seat 2		<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Seat 3	Scott Blaser	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Seat 4		<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No
Seat 5	Brian Watson	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	No

- 11. Board Members’ Comments/Requests **[2 minutes]**
- 12. Public Comments **[13 minutes]**
- 13. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,  
  
 Cindy Cerbone  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 131 733 0895**

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**4A**

**From:** James Collins <jimbocollins6@gmail.com>  
**Sent:** Sunday, May 8, 2022 4:12 PM  
**To:** Cindy Cerbone <cerbonec@whhassociates.com>  
**Subject:** Open CDD seat

Hello Cindy,

I would like to apply for the open CDD seat and have attached my professional resume.

In addition, I was the Treasurer of my condominium development for almost 30 years. This consisted of 129 units and an annual budget of \$800,000. In my role I was involved in numerous capital projects including roof replacements, road maintenance and replacement of the siding of the 19 buildings of the condominium.

Since moving to Toscana Isles, I was on the resident advisory board. Also, for two years I was the Treasurer of the Activities Committee including organizing and being involved in most of the activities that were planned.

I have been present at a number of the CDD meetings and worked with you to gain a greater understanding of the CDD. If appointed, I feel I could seamlessly step into the open board seat and be a productive Board member.

Please let me know if you have any questions.

My cell phone is 917.837.8698.

Very truly yours,

Jim Collins

**James K. Collins**  
39 D Heritage Drive New City, NY 10956• (917) 837-8698•  
CollinsJames495@ymail.com

**AREAS OF EXPERTISE**

- Team building
- Exceptional communication skills
- Budgeting and Analysis competency
- Leadership ability
- Project management

**Comprehensive Development, Inc**  
**New York City, NY**

**2014-March 2015**

- Director of Finance for \$ 4 million organization with 40 employees. Not-For-Profit Organization that supplements educational programs for at-risk students in the New York City Public School
- Prepares monthly financial reports, processes payroll and maintains Agency accounting system
- Manages a series of grants with New York City Department of Education as well as numerous private foundations
- Functions as the Director of Human Resources for the Agency

**Business Manager**  
**New City Library, New City NY**

**2013-March 2014**

- Business Manager for the New City Library, a 60 employee (37 FTE) Not-For-Profit Corporation with a \$ 5million annual budget.
- On-going meetings with the Board of Trustees regarding operating and policy issues regarding the daily functioning of the Library.
- \* Responsible for budget development and monitoring including issuing monthly Budgets to department heads and the Board of Trustees.
- \* Responsible for all purchasing, vouchering and payroll issues. Also functions as The Personnel Director handling all employee grievances & negotiations with the union.
- \* Managed the physical plant and grounds including a variety of service contracts;

**Executive Director**

**Murray-Weigel Hall, Bronx NY****2008- 2012**

- Served as the Executive Director of Murray-Weigel Hall, a healthcare facility for older retired Jesuits.
- Provided overall direction and leadership for the staff and residents of Murray-Weigel Hall.
- Restructured and outsourced the food delivery program resulting in better quality food and annual savings of \$ 500,000.
- Developed and implemented (with the assistance of an outside accounting firm) fiscal procedures and controls to ensure that accountability is built into the process. During my tenure, the operating budget was reduced by 50%.
- Managed the implementation of a PACE (Program for All Inclusive Care of the Elderly) program at Murray-Weigel. This is a managed care program that shifts the financial costs for the medical care of our residents from the facility to the vendor with annual savings of \$ 1.5 million. The residents were enrolled in Medicaid and with Medicare, the PACE program expenses for staff and medical care were transferred from the facility to Medicaid/Medicare.
- On-site supervisor of \$ 4 million dollar facility renovation to increase the census of the facility by 25%.
- Functioned as the Human Resources Director: negotiated labor contract, approved all personnel transactions (hiring, separation, and discipline of staff), developed Personnel policies and procedures for the facility as well as a performance evaluation program for all staff, and negotiated the layoff of staff due to contracted new healthcare program..
- Served as the IT Coordinator for the facility.

**Deputy Director and Chief Financial Officer  
Manhattan Psychiatric Center, Ward's Island, NY****1998- 2008**

- Served as the Chief Financial Officer for the Psychiatric Center (with 600 residents and 1,000 staff) and was responsible for adjusting spending allocations for facility's subunits based on the State funding for the facility budget. The facility had a \$ 30 million personnel services budget and an \$ 8 million non personnel services budget. Departments received monthly reports detailing expenses and Facility Cabinet members were accountable for helping to resolve excess spending.
- Identified facility wide problems as part of Performance Improvement Council and developed plan of correction for concerns cited by JACHO.
- Served on Executive Cabinet: the Facility-Wide Directors Council.
- Identified systemic problem areas and developed protocol that greatly improved accountability and quality of care in various support departments including The Business Office, Safety and Security, Maintenance, Storeroom, Housekeeping and Nutrition. Worked with the department leadership of large support departments to ensure that standards were communicated to departmental employees and consumers. Housekeeping consisted of 50 employees and 15 patient workers and Nutrition consisted of 60 employees and 20 patient workers.
- Served as chief liaison for the development of resident debit card program which removed cash from our residents and thus reduced the volume of contraband.



- Supervised the Human Resources Department including Employee Relations and Recruitment

### **Business Officer**

**Kirby Forensic Psychiatric Center, Ward's Island, NY**

**1989- 1998**

- Served as the Business Officer for a secure facility for 150 psychiatric criminally involved residents.
- Developed and monitored unit budgets for all departments; supervised Business Office staff (10 employees) to ensure that purchasing, vouchering, and payroll activities were completed timely and accurately. Facility had a \$ 3 million non personnel services budget.
- Responsible for developing and monitoring facility budget and ensuring that relevant financial data was presented to the Executive Director and Cabinet.
- Developed and monitored contracts for major services: telecommunications, extermination, and power plant maintenance.
- Communicated with support department supervisors to ensure that the contracts meet facility needs.

### **Assistant Business Officer**

**NYS Office for People with Disabilities**

**1978-1989**

- Work in two facilities (including Letchworth Village) serving the developmentally disabled.
- Managed a full range of support services including housekeeping, maintenance, security, nutrition, and transportation (which included a comprehensive vehicle maintenance program).
- Served as the administrative liaison for all support services establishing the first residential units at a new facility (Bronx Developmental Center).
- Assisted in developing, implementing and monitoring medical contracts for speech, rehabilitation services and medical services.
- Helped to implement a patient worker program in support departments in which residents were able to develop work skills and earn a salary and independence.
- Contract manager for three year \$ 1 million Federal Grant: prepared budget, filed reports and ensured that facility grant operated within Federal guidelines.
- Assisted in facility preparation and response to various Federal, State and City surveys:

## **EDUCATION**

- **John Jay College: Masters of Public Administration**
- **Lehman College: Bachelor of Arts: Psychology**
- **New York State Nursing Home Administrator License Number 05201**

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**4B**

June 22, 2022

Cindy Cerbone  
Jamie Sanchez  
Wrathell, Hunt and Assoc. LLC

RE: My Attached Resume

Dear Cindy and Jamie:

Thank you for having conversations with me regarding questions I have had regarding The CDD board and functions that I have inquired about last year and this year as well. As you know I decided to run for a position on the board and submitted the proper paperwork through the Supervisor of Elections.

After thinking about your question asking if I might want to be the fill-in person, my answer is YES . If chosen, I will give it my all and eager to learn the responsibilities of the position.

Best regards,

Sue Doyle

SUZANNE J. DOYLE  
364 Maraviya Boulevard  
Nokomis FL  
Email: [doylsu45@gmail.com](mailto:doylsu45@gmail.com)  
Phone: 860 307-7335

#### A little bit about my background.....

I grew up in Litchfield CT since 1957 and graduated from Litchfield High School and attended Dean Junior College majoring in Executive Secretarial. I was quickly put into the senior class as my training in high school was excellent. However, at mid-year I knew I was wasting my mother's hard earned money and left. I quickly found a job as executive secretary to the Manager of Marketing in a major national company.

Once married with two children my husband urged me to get into real estate so I could be home with our children. At age 27 I started working for a local family owned real estate company and four years later was listing and selling more than the owners and decided to start my own company. After owning and managing my company for 34 years I sold it to Coldwell Banker Corporate in 2006. I now have my CT Brokers license with Sotheby's and just do referrals.

During my real estate career of 50+ years, I learned a lot about creating subdivisions, participated in helping my clients go through the process of P&Z planning. No sewer and city water where I lived so I am knowledgeable on septic and wells! I mainly sold residential and land but also sold some commercial properties.

Until my husband's death in 2019 we owned many properties in Florida and CT. We spent a lot of time over twelve years in our second homes here in Osprey and Nokomis and also owned a condo in CT with an HOA that I helped work on to get a management company to take over. In December of 2019 I purchased in Toscana Isles and bought the Emerald model home that my husband loved. The developer and his land planners did a wonderful job creating a beautiful setting at Toscana with great curb appeal.

#### Some Boards and Committees I served on...

First woman to be on the Litchfield Borough Board of Warden and Burgesses in my 30's. One of the first two women to serve on the Board of Directors of Litchfield Bancorp for almost 20 years and then stepped back and stayed on as a Corporator. Served on the Litchfield County Board of Realtors Grievance Committee for at least ten years. Received the prestigious award a few years ago of Realtor Emeritus. I served as chairman of the March of Dimes fund raiser and the Jr. Women's startup of the club still now in existence. Locally here worked with Child Service Protection Agency as a volunteer.

Page Two

If you will consider me for a fill in for November, I would give it my all and hope I can live up to the job.

Best regards,

Sue Doyle

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**4C**

**From:** mtracy@pa-max.com <mtracy@pa-max.com>  
**Sent:** Tuesday, May 17, 2022 1:01 PM  
**To:** Cindy Cerbone <cerbonec@whhassociates.com>  
**Cc:** MTRACY@PA-MAX.COM  
**Subject:** CDD Board

Ms. Cerbone,

I was advised that there is an opening on the Board of Directors. I wish to have you consider me for the position.

I do not have a resume because I am retired and I did own a few businesses and there was no need for a resume.

I am presently 73 years of age and I live in Toscana Isles.

I am still licensed as a public adjuster and still have a company under "Public Adjusters Maximum".

I had to partially close the business in 2019 when I was diagnosed with Lymphoma. I am presently in remission. Unfortunately, the doctors indicate that it is not curable but containable. At the time of partially closing, I had a staff of 6 people working. Most of them had either opened a business on their own or found other employment since leaving. I went out of my way to make sure everyone was not left high and dry.

Prior to opening Public Adjusters Maximum, I owned ABC Public Adjusters, located in Philadelphia Pa. We had 33 employees and we were in business over 30 years. I sold the business and moved permanently to Florida.

I also was involved in numerous Associations as a board member and at one time, served as President of Mid Atlantic Public Insurance Adjusters.

I believe I am very fair minded and listen to all sides, before making a decision. Hopefully you would consider me for the position and I am very open to a meeting to discuss.

Thank You for your time.

Michael Traczuk  
401 Maraviya Blvd  
Nokomis FL 34275  
941-400-7594  
[Mtracy@pa-max.com](mailto:Mtracy@pa-max.com)

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**6**



**RESOLUTION 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Toscana Isles Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District desires to designate certain Officers of the District.

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

**SECTION 1.** \_\_\_\_\_ is appointed Chair.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chair.

**SECTION 3.**     **Craig Wrathell**     is appointed Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

    **Cindy Cerbone**     is appointed Assistant Secretary.

    **Jamie Sanchez**     is appointed Assistant Secretary.

**SECTION 4.** This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

**SECTION 5.** This Resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**PASSED AND ADOPTED** this 15th day of November, 2022.

ATTEST:

**TOSCANA ISLES COMMUNITY  
DEVELOPMENT DISTRICT**

---

Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**7**

**RESOLUTION 2023-02**

**A RESOLUTION OF THE TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2022/2023 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Toscana Isles Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Sarasota County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

**SECTION 1. ADOPTING REGULAR MEETING SCHEDULE.** Regular meetings of the District’s Board shall be held during Fiscal Year 2022/2023 as provided on the schedule attached hereto as **Exhibit A**.

**SECTION 2. FILING REQUIREMENT.** In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Sarasota County and the Florida Department of Economic Opportunity.

**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 15th day of November, 2022.

Attest:

**TOSCANA ISLES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A**

<b>TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
Offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>November 7, 2022*</b> <i>Continued to November 15, 2022</i>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 15, 2022</b>	<b>Continued Regular Meeting</b>	<b>10:00 AM</b>
<b>December 7, 2022</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>January __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>February __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>March __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>April __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>May __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>June __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>July __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>August __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>September __, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>

**\*Exception**

*November meeting date is two weeks earlier to accommodate Thanksgiving Holiday*

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**9**

FIFTH ADDENDUM TO CONTRACT

THIS FIFTH ADDENDUM TO CONTRACT ("Fifth Addendum") is made and entered into this \_\_\_\_ day of November 2022, between Toscana Isles Community Development District, a Florida community development district herein called "District", and Juniper Landscaping of Florida, LLC, a Florida limited liability company, "Contractor".

**RECITALS:**

A. District and Contractor entered into that certain Contract with an Effective Date of March 17, 2020, which was subsequently amended on April 1, 2020, April 15, 2020, July 15, 2020 and September 18, 2020 (collectively, the "Contract").

B. District and Contractor have agreed to amend the Contract as set forth in this Fifth Addendum.

**NOW, THEREFORE**, in consideration of the premises and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree to modify the Contract as follows:

ARTICLE 1 – RECITALS, CAPITALIZED TERMS. The above recitals are true and correct and constitute part of this Fifth Addendum. All capitalized terms used in this Fifth Addendum shall have the meaning ascribed thereto in the Contract unless specifically otherwise defined herein.

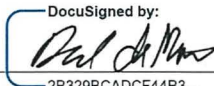
ARTICLE 2 –SCOPE OF WORK. The following shall be added to Section 18 of the Scope of Work Included in Lump Sum contained in Exhibit "E" of the Contract: "Contractor shall document all damage no later than December 31, 2022 and all replacement work to correct the damaged Sabal Palm Trees shall be completed no later than March 31, 2023, providing that the replacement vegetation is available; if vegetation is not available by March 31, 2023, Contractor shall advise of the new timeframe for completing the replacement work. For replacement purposes, Contractor will allow the substitution of Sabal Palms with other vegetation and the replacement in locations other than the original location of the damaged Sabal Palms, provided that the new location is located on property that is owned by the District or within the District's access and maintenance easement."

ARTICLE 3 – EXECUTION IN COUNTERPARTS. This Fifth Addendum may be executed in any number of counterparts, each of which shall be deemed to be an original instrument, but all such counterparts together shall constitute one in the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this Fifth Addendum to physically form one document. In addition, facsimile or electronic counterparts of this Fifth Addendum shall be deemed for all purposes as an original.

**IN WITNESS WHEREOF**, the parties hereto, intending to be legally bound, have caused this Fifth Addendum to be duly executed.

**JUNIPER LANDSCAPING OF FLORIDA, LLC,**  
a Florida limited liability company  
(Contractor)

**TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT,**  
a Florida community development district  
(District)

BY:  \_\_\_\_\_  
2B329BCADCF44B3...

BY: \_\_\_\_\_

PRINTED NAME: Dan deMont

PRINTED NAME: \_\_\_\_\_

ITS: Chief Revenue Officer

ITS: \_\_\_\_\_

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

**10**



**TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE**

**LOCATION**

*Offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>November 7, 2022*</b> <i>Continued to November 15, 2022</i>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 15, 2022</b>	<b>Continued Regular Meeting</b>	<b>10:00 AM</b>
<b>December 7, 2022</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>

**\*Exception**

*November meeting date is two weeks earlier to accommodate Thanksgiving Holiday*