Greater Alexandria Economic Development Authority Executive, Administration and Legal Committee Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Dr. Curtis Lewis, Chair; Mr. Stephen McGee, Vice-Chair; Ms. Candice Cheney,

Secretary/Treasurer

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Executive, Administration and Legal Committee was called to order by Commissioner Lewis at 8:02 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Board heard a report from John Theriot, Knight Masden CPA's regarding the November 2022 Financial Statements. It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the November 2022 Financial Statements. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the 2023 Budget. A discussion was held. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes Commissioner McGee- Yes Commissioner Cheney: Yes

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend ratifying the payment of the November 2022 Accounting Bill. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend ratifying the payment of the November 2022 Legal Bill. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the 2023 Engagement Letter with Knight Masden CPA's. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the 2023 Engagement Letter with the Law Firm of Tiffany N. Sanders. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the GAEDA Vendor Policy. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Cheney to recommend approval of the GAEDA Payroll-Processing Policy. There being no public comments, motion was passed by unanimous vote.

There being no further business to come before the Committee, the meeting was adjourned at 8:11 a.m.

Greater Alexandria Economic Development Authority Governmental Relations Committee Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Ms. Candice Cheney, Chair; Mr. John Carroll

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Governmental Relations Committee was called to order by Commissioner Cheney at 8:11 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

There being no business to come before the Committee, the meeting was adjourned at 8:12 a.m.

Greater Alexandria Economic Development Authority Economic Development Committee Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Mr. Steven R. McGee, Chair; Trayce Snow; Mr. John Carroll

Absent: Ms. Renee White-Goolsby

The monthly meeting of the Greater Alexandria Economic Development Authority's Economic Development Committee was called to order by Commissioner McGee at 8:12 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Rapides Symphony Orchestra in an amount not to exceed Twenty Thousand Dollars (\$20,000) for the 2023 Concert Series. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Lewis to recommend approval of a Cooperative Endeavor Agreement with the Alexandria Museum of Arts in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) for the 2023 Exhibits and Cultural Programing. A discussion was held. There being no public comments, motion was passed by 2 votes. Commissioner Snow recused herself.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the River Oaks Square Arts Center in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) for the 2023 Exhibition, Education & Event Series. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Cattlemen's Association in an amount not to exceed amount of Twelve Thousand Dollars (\$12,000) for assistance with meals and advertisement of the LCA Membership Convention to be held January 6-8, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with Louisiana State University (LSUA) in an amount not to exceed an amount not to exceed Thirty Eight Thousand Dollars (\$38,000.00) in 3 installments; Five Thousand Dollars (\$5,000) for assistance with meals and advertisement of the Generals Softball Showdown to be held February 2-4, 2023 and February 9-11, 2023; an amount not to exceed Eight Thousand Dollars (\$8,000) for assistance with meals and advertisement of the Annual Tennis Tournament to be held February 22- February 26, 2023; and an amount not to exceed Twenty Five Thousand Dollars (\$25,000) to assist with the bid fee for the Red River

Athletic Conference to be held February 24-26, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Manna House in an amount not to exceed Thirteen Thousand Six Hundred Dollars (\$13,600) to assist with meals and advertisement of the Hixson Ford ProAM/APT Tour to be held March 6-11, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Friends of Bringhurst in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500) to assist with meals and advertisement of the Bayou Rapides Invitational to be held March 18, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Order of the Eastern Star of LA in an amount not to exceed Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the Grand Chapter Session to be held March 25-30, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the La Grande de la Louisiane in an amount not to exceed Fourteen Thousand Dollars (\$14,000) to assist with meals and advertisement of the Southland Dixie Promenade to be held April 20 – April 23, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with SkillsUSA Louisiana C/PS in an amount not to exceed Ten Thousand Dollars (\$10,000) to assist with meals and advertisement of the SkillsUSA Louisiana C/PS State Leadership and Skills Conference to be held April 1-5, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Veterans of Foreign Wars Department of Louisiana in an amount not to exceed Twelve Thousand Five Hundred Dollars(\$12,500) in 3 installments; Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the Mid-Winter Conference to be held January 26-29, 2023; Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the State Convention to be held June 15-18, 2023 and Two Thousand Five Hundred Dollars (\$2,500) to assist with meals and advertisement of the Council Administration Meeting to be held August 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Louisiana Taxidermy Association (LTA) in an amount not to exceed Five Thousand Dollars (\$5,000) to assist with meals and

advertisement of the LTA Annual Convention to be held May 11-14, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Central Louisiana Juneteenth Association, Inc. in an amount not to exceed Fourteen Thousand Dollars (\$14,000) to assist with meals and advertisement of the Juneteenth Celebration to be held June 15-19, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with the Diocese of Alexandria in an amount not to exceed Fifteen Thousand Dollars (\$15,000) to assist with meals and advertisement of the Genesis of Eve Women's Conference to be held September 8-10, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with Kent Plantation House, Inc. in an amount not to exceed Ten Thousand Dollars (\$10,000) to assist with meals and advertisement of the 12th Annual Le Tour de Bayou to be held September 15-16, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Snow to recommend approval of a Cooperative Endeavor Agreement with Horsepower Promotions in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) to assist with advertisement of the Monter Truck Winter Nationals to be held February 4, 2023. A discussion was held. There being no public comments, motion was passed by unanimous vote.

There being no further business to come before the Committee, the meeting was adjourned at 9:05 a.m.

Greater Alexandria Economic Development Authority Capital Projects Committee Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Mr. Steven R. McGee, Chair; Mr. John Carroll; Ms. Trayce Snow

Absent: None

The monthly meeting of the Greater Alexandria Economic Development Authority's Capital Projects Committee was called to order by Commissioner McGee at 9:05 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

The Committee heard a report from the Executive Director regarding property acquisition and the status of the Masonic Drive Corridor project. A discussion was held.

There being no further business to come before the Committee, the meeting was adjourned at 9:09 a.m.

Greater Alexandria Economic Development Authority Operations & Human Resources Committee Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Ms. Candice Cheney, Chair

Absent: Ms. Renee White-Goolsby None

The monthly meeting of the Greater Alexandria Economic Development Authority's Operations and Human Resource Committee was called to order by Commissioner Cheney at 9:09 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was not present.

Greater Alexandria Economic Development Authority Regular Meeting

Minutes: Meeting of Tuesday, December 13, 2022

Present: Dr. Curtis Lewis, Chair; Mr. Steven R. McGee, Vice-Chair; Ms. Candice Cheney,

Secretary/Treasurer; Mr. John Carroll; Ms. Trayce Snow

Absent: Renee White-Goolsby

The monthly regular meeting of the Greater Alexandria Economic Development Authority was called to order by Commissioner Lewis at 9:10 a.m. Executive Administrator, Angela Varnado called the roll. A quorum was present.

A Public Hearing was held regarding the 2023 Budget.

It was moved by Commissioner Carroll and seconded by Commissioner McGee to adopt the 2023 Budget. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner McGee to adopt the 2023 Budget. There being no public comments, motion passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner Snow to approve the December 2022 Consent Agenda. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Snow to cancel the Committee and Regular meetings scheduled to be held on Tuesday, December 20, 2022. There being no public comments, motion passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve the 2023 Engagement Letter with Knight Masden CPA's. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner Carroll and seconded by Commissioner Cheney to approve the 2023 Engagement Letter with the Law Firm of Tiffany N. Sanders. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Carroll to approve the GAEDA Vendor Policy. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Carroll to approve the GAEDA Payroll-Processing Policy. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Carroll to approve a Cooperative Endeavor Agreement with the Rapides Symphony Orchestra in an amount not to exceed Twenty Thousand Dollars (\$20,000) for the 2023 Concert Series. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Alexandria Museum of Arts in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) for the 2023 Exhibits and Cultural Programing. There being no public comments, motion was passed by 5 votes. Commissioner Snow recused herself. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Recused

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the River Oaks Square Arts Center in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) for the 2023 Exhibition, Education & Event Series. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes Commissioner White-Goolsby- Absent Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner Snow to approve a Cooperative Endeavor Agreement with the Louisiana Cattlemen's Association in an amount not to exceed amount of Twelve Thousand Dollars (\$12,000) for assistance with meals and advertisement of the LCA Membership Convention to be held January 6-8, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner McGee and seconded by Commissioner Cheney to approve a Cooperative Endeavor Agreement with Louisiana State University (LSUA) in an amount not to exceed an amount not to exceed Thirty Eight Thousand Dollars (\$38,000.00) in 3 installments; Five Thousand Dollars (\$5,000) for assistance with meals and advertisement of the Generals Softball Showdown to be held February 2-4, 2023 and February 9-11, 2023; an amount not to exceed Eight Thousand Dollars (\$8,000) for assistance with meals and advertisement of the Annual Tennis Tournament to be held February 22- February 26, 2023; and an amount not to exceed Twenty Five Thousand Dollars (\$25,000) to assist with the bid fee for the Red River Athletic Conference to be held February 24-26, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes
Commissioner McGee-Yes
Commissioner Cheney- Yes
Commissioner Carroll-Yes
Commissioner White-Goolsby- Absent
Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Manna House in an amount not to exceed Thirteen Thousand Six Hundred Dollars (\$13,600) to assist with meals and advertisement of the Hixson Ford ProAM/APT Tour to be held March 6-11, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes
Commissioner McGee-Yes
Commissioner Cheney- Yes
Commissioner Carroll-Yes
Commissioner White-Goolsby- Absent
Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Friends of Bringhurst in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500) to assist with meals and advertisement of the Bayou Rapides Invitational to be held March 18, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Order of the Eastern Star of LA in an amount not to exceed Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the Grand Chapter Session to be held March 25-30, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Snow and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the La Grande de la Louisiane in an amount not to exceed Fourteen Thousand Dollars (\$14,000) to assist with meals and advertisement of the Southland Dixie Promenade to be held April 20 – April 23, 2023. There being no public comments, motion was passed by unanimous vote.

It was moved by Commissioner McGee and seconded by Commissioner Snow to approve a Cooperative Endeavor Agreement with SkillsUSA Louisiana C/PS in an amount not to exceed Ten Thousand Dollars (\$10,000) to assist with meals and advertisement of the SkillsUSA Louisiana C/PS State Leadership and Skills Conference to be held April 1-5, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner Cheney to approve a Cooperative Endeavor Agreement with the Veterans of Foreign Wars Department of Louisiana in an amount not to exceed Twelve Thousand Five Hundred Dollars(\$12,500) in 3 installments; Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the Mid-Winter

Conference to be held January 26-29, 2023; Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the State Convention to be held June 15-18, 2023 and Two Thousand Five Hundred Dollars (\$2,500) to assist with meals and advertisement of the Council Administration Meeting to be held August 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner McGee and seconded by Commissioner Snow to approve a Cooperative Endeavor Agreement with the Louisiana Taxidermy Association (LTA) in an amount not to exceed Five Thousand Dollars (\$5,000) to assist with meals and advertisement of the LTA Annual Convention to be held May 11-14, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Cheney and seconded by Commissioner McGee to approve a Cooperative Endeavor Agreement with the Central Louisiana Juneteenth Association, Inc. in an amount not to exceed Fourteen Thousand Dollars (\$14,000) to assist with meals and advertisement of the Juneteenth Celebration to be held June 15-19, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Cheney and seconded by Commissioner Carroll to approve a Cooperative Endeavor Agreement with the Diocese of Alexandria in an amount not to exceed Fifteen Thousand Dollars (\$15,000) to assist with meals and advertisement of the Genesis of Eve Women's Conference to be held September 8-10, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes

Commissioner McGee-Yes

Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

It was moved by Commissioner Carroll and seconded by Commissioner Snow to approve a Cooperative Endeavor Agreement with Kent Plantation House, Inc. in an amount not to exceed Ten Thousand Dollars (\$10,000) to assist with meals and advertisement of the 12th Annual Le Tour de Bayou to be held September 15-16, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes Commissioner McGee-Yes Commissioner Cheney- Yes Commissioner Carroll-Yes Commissioner White-Goolsby- Absent Commissioner Snow-Yes

It was moved by Commissioner Cheney and seconded by Commissioner Carroll to approve a Cooperative Endeavor Agreement with Horsepower Promotions in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000) to assist with advertisement of the Monter Truck Winter Nationals to be held February 4, 2023. There being no public comments, motion was passed by unanimous vote. A roll call vote was as follows:

Commissioner Lewis- Yes Commissioner McGee-Yes Commissioner Cheney- Yes

Commissioner Carroll-Yes

Commissioner White-Goolsby- Absent

Commissioner Snow-Yes

The Executive Director gave a brief report on the GAEDA Inaugural Celebration of Gospel Music that was held December 7-10. A discussion was held. He stated that staff will be working to reconcile information and will have a detail report at the January 2023 meeting.

Commissioner McGee commented that 2022 has been a good year and looks forward to working hard next year.

Commissioner Snow commented that she has enjoyed her first year and is looking forward to serving on the board in the coming years.

Commissioner Carroll commented that he was pleased to see the new people applying for grants and hopes that we can continue to nurture and grow events.

Commissioner Cheney commented that she hopes that everyone has a Merry Christmas.

Commissioner Lewis commented that he hopes that the people in the room connect with others.

Legal Counsel commented that it is a pleasure working for the GAEDA board. She also reminded commissioners that per our policies, election of officers will be held in January 2023.

John Theriot, CPA, commented that he thanked the board and staff for their hard work and reminded the board that 2022 Budget Amendments will be placed on the January 2023 agenda.

Angela Varnado, Executive Administrator thanked the commissioners, executive Director a, legal counsel and the accountant for their professionalism and integrity. She also thanked grant recipients for their hard work and passion.

Ms. Theresa Slater and Ms. Delores Brewer thanked the GAEDA board for the work that is being done in the community.

There being no further business to come before the Board, it was moved by Commissioner Carroll and seconded by Commissioner McGee to adjourn the meeting at 9:35 a.m.