

City of San Antonio



Minutes
Board of Adjustment
Development and Business
Services Center
1901 S. Alamo

Monday, July 1, 2024

1:00 PM

1901 S. Alamo

The meeting was called to by order by Chair Oroian at 1:00 PM and roll was called by Monica Reyes-Urdiales noting the following members present:

Roll Call – Present: Brereton, Stevens, Ybanez, Dean, Cruz, Manna, Benavides, Oroian, Vazquez, Bragman (in at 1:57 PM), Bonillas (in at 2:20 PM)

Absent: Gomez, Ozuna

Worldwide Interpreters present.

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR MEETING:

Item #1

BOA-24-10300083: A request by Elbert A Fuqua for 1) a half story variance from the maximum 2.5 stories to allow two detached structures to be 3 stories, 2) a 15% variance from the “AE-2” 25% to allow first-floor non-reflective glass windows at 10% total area, 3) a 2’ variance from the minimum 5’ side setback to allow a 3’ side setback western property line, 4) a 19’ variance from the minimum 25’ corner clear vision to allow a 6’ corner clear vision, 5) a 6’ variance from the minimum 15’ driveway clear vision to allow driveways with a 9’ clear vision, 6) a 15’ and 13’ variance from the minimum 20’ garage setback to allow a 5’ and 7’ setback for garage entrance, 7) a variance to allow a Principal Entrance not on a street frontage, and 8) a 3’ fence height special exception from the maximum 3’ fence height to allow a 6’ privacy fence in the front yard, located at 203 Toledo Street. Staff recommends Approval for Side Setback and Clear Vision Variances. Staff recommends Denial for Half Story, Non-Reflective Glass, Principal Entrance, and Garage Setback Variances and Fence Height Special Exception. (Council District 2) (Melanie Clark, Planner, (210) 207-5550, melanie.clark@sanantonio.gov, Development Services Department)

Staff stated 24 Notices were mailed to property owners, 0 returned in favor, 0 returned in opposition. No response from the Denver Heights Neighborhood Association.

Elbert Fuqua, applicant, spoke of only requesting a 2' setback variance on the western property line.

No Public Comment

A motion was made by Commissioner Bragman. Regarding Case No. BOA-24-10300083, I move that the Board of Adjustment grant a request for a 2' variance from the minimum 5' side setback to allow a 3' side setback on western property line, situated at 203 Toledo Street, applicant being Elbert Fuqua, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The variance is not contrary to the public interest.

The requests are not contrary to the public interest they will allow for multiple-family residential development on a vacant lot limited by design standards. Additionally, the setback variances will not impede the right of way and will provide sufficient distance from neighboring properties.

2. Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

A literal enforcement of the ordinance would result in unnecessary hardship as the two proposed structures would have to be redesigned to abide by all requirements of a smaller lot.

3. By granting the variance, the spirit of the ordinance will be observed, and substantial justice will be done.

The variances observe the spirit of the ordinance as the reduced standards allow for functional residential development on a vacant corner lot for increased housing options and enhancement of the surrounding area.

4. The variance will not authorize the operation of a use other than those uses specifically authorized in the zoning district in which the variance is located.

No uses other than those allowed within the district will be allowed with this variance.

5. Such variance will not substantially injure the appropriate use of adjacent conforming property or alter the essential character of the district in which the property is located.

Staff finds granting of the variances will not alter the essential character of the district and will not injure neighboring properties within the local area.

6. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial and are not due to or the result of general conditions in the district in which the property is located.

Staff finds the plight of the owner of the property for which the variances are sought is due to unique circumstances existing on the property such as the location of the lot and surrounding area.

The motion was seconded by Commissioner Benavides.

Favor: Bragman, Benavides, Brereton, Stevens, Ybanez, Dean, Cruz, Manna, Vazquez, Bonillas, Oroian.

Opposed: None

MOTION PASSED

ITEM #2

BOA-24-10300103: A request by Alex Moreno for a request for an 80 square feet variance from the minimum 4,000 square feet to allow development on 3,920 square feet lot, located at 438 South Acme Road. Staff recommends Approval. (Council District 6) (Melanie Clark, Planner, (210) 207-5550, melanie.clark@sanantonio.gov, Development Services Department)

Staff stated 23 Notices were mailed to property owners, 0 returned in favor, 0 returned in opposition. No registered Neighborhood Association.

Alex Moreno, applicant, requested the variance to build a home to beautify the community.

No Public Comment

A motion was made by Commissioner Manna. Regarding Case No. BOA-24-10300103, I move that the Board of Adjustment grant a request for an 80 square feet variance from the minimum 4,000 square foot to allow development on 3,920 square foot lot, situated at 438 South Acme Road, applicant being Alex Moreno, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The variance is not contrary to the public interest.

The public interest is defined as the general health, safety, and welfare of the public. In this case, a 3,920 square foot lot size for a lot zoned “R-4” is not contrary to the public as the 80 square foot variance provides an adequate distance between neighboring lots, allows residential development on a vacant property and the proposed structure will meet setback requirements.

2. Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

A literal enforcement of the minimum lot size standards would result in unnecessary hardship, as the property owner’s options would be limited to change of zoning to accommodate the current lot size or cause the property to remain undeveloped.

3. By granting the variance, the spirit of the ordinance will be observed, and substantial justice will be done.

The variance appears to observe the spirit of the ordinance as an 80 square foot variance will not injure the surrounding properties in the area.

4. The variance will not authorize the operation of a use other than those uses specifically authorized in the zoning district in which the variance is located.

No uses other than those allowed within the district will be allowed with this variance.

5. Such variance will not substantially injure the appropriate use of adjacent conforming property or alter the essential character of the district in which the property is located.

If granted, the requested variance will not injure the appropriate use of adjacent conforming properties and would not alter the essential character of the district as the property would retain the base zoning of the neighborhood and the proposed development will meet remaining UDC zoning requirements.

6. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial and are not due to or the result of general conditions in the district in which the property is located.

Staff finds the plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property as the 3,920 square foot lot does not meet the minimum “R-4” lot size requirements and is unable to qualify for a COD. Due to the current lot size, the property owner’s options for future development are severely restricted.

The motion was seconded by Commissioner Cruz.

Favor: Manna, Cruz, Brereton, Stevens, Ybanez, Dean, Benavides, Vazquez, Oroian.

Opposed: None

MOTION PASSED**Item #3**

BOA-24-10300104: A request by Concepcion Robles for 1) a 4'-11" variance from the minimum 5' side setback requirement to allow an attached carport to be 1" from the side setback to include a 1' overhang, 2) a 6'-6" variance from the minimum 15' clear vision to allow a 8'-6" driveway clear vision, and 3) a 1' special exception from the maximum 5' height to allow a 6' predominately open fence in the front yard, located at 506 Chalmers Avenue. Staff recommends Approval for the Clear Vision Variance. Staff recommends Denial for the Side Setback Variance and Fence Height Special Exception. (Council District 5) (Colton Unden, Planner, (210) 207-0120, Colton.Unden2@sanantonio.gov, Development Services Department)

Staff stated 37 Notices were mailed to property owners, 1 returned in favor, 0 returned in opposition. No response from the St. Leo's Neighborhood Association.

Chair Oroian tabled the item due to the applicant needing a translator. The item was heard later in the meeting.

Commission went into recess at 1:35 PM and reconvened at 1:40 PM

Item #3 was heard at 1:40 PM

Concepcion Robles, applicant, spoke of the request for the carport and fence to keep the property secure.

Commissioner Bragman joined the Board of Adjustment meeting at 1:57 PM.

No Public Comment

A motion was made by Commissioner Manna. Regarding Case No. BOA-24-10300104, I move that the Board of Adjustment grant a request for 1) a 4'-11" variance from the minimum 5' side setback requirement to allow an attached carport and gutter to be 1" from the side setback to include a 1" overhang with the carport depth cannot exceed the depth of the structure of the home, 2) a 6'-6" variance from the minimum 15' clear vision to allow a 8'-6" driveway clear vision, situated at 506 Chalmers Avenue, applicant being Concepcion Robles, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The variance is not contrary to the public interest.

Staff finds this request is not contrary to public interest, as other carports in the immediate area were seen to be within side setbacks and the request is not out of character for the

neighborhood in which the property is located. Furthermore, the clear vision request is not contrary to the public interest as the fencing and gate line distance is established in the community and adequate spacing exists for the egress of vehicles to and from the residential local road.

2. Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

In this case, the special conditions found on the subject property is the location of a gas meter for the reduced setback and the established fencing and gate line distance in the community for the clear vision request. Without these variances, an unnecessary hardship would require the applicant to relocate the carport and fencing from established locations.

3. By granting the variance, the spirit of the ordinance will be observed and substantial justice will be done.

The spirit of the ordinance will be observed with the approval of the variances requested as the essential character of the neighborhood will not be changed, and adequate driveway clear vision will remain to safely back from, and on to, the local residential road.

4. The variance will not authorize the operation of a use other than those uses specifically authorized in the zoning district in which the variance is located.

No uses other than those allowed within the district will be allowed with this variance.

5. Such variance will not substantially injure the appropriate use of adjacent conforming property or alter the essential character of the district in which the property is located.

Staff finds the granting of the variances will not substantially injure the appropriate use of adjacent conforming properties or alter the essential character of the district in which the property is located as other carports in the neighborhood were seen to also be within the side setbacks. Additionally, if granted, driveway clear vision will be 8'-6". This will not injure the appropriate use of adjacent conforming properties as adequate spacing will remain to safely back from and on to the local residential road.

6. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial and are not due to or the result of general conditions in the district in which the property is located.

Staff finds the plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property such as the location of a gas meter and the established fencing and gate line in the community in which the property is located.

The motion was seconded by Commissioner Benavides.

Favor: Manna, Benavides, Brereton, Stevens, Ybanez, Dean, Cruz, Vazquez, Oroian.

Opposed: None

Abstained: Bragman

MOTION PASSED

A motion was made by Commissioner Manna. Regarding Case No. BOA-24-10300104, I move that the Board of Adjustment grant a request for a 1' special exception from the maximum 5' height to allow a 6' predominately open fence for the posts and allow a 5'-7" height for the rest of the fence in front yard, situated at 506 Chalmers Avenue, applicant being Concepcion Robles, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The special exception will be in harmony with the spirit and purpose of the chapter.

If granted, staff finds the request would be in harmony with the spirit and purpose of the ordinance.

2. The public welfare and convenience will be substantially served.

If approved, a 5'-7" predominately open fence with 6' posts in the front yard would be allowed. The increased fence height will serve the public welfare by providing needed security and substantial justice will be served.

3. The neighboring property will not be substantially injured by such proposed use.

The special exception will not injure the neighboring properties as the fence height will not impede traffic or clear vision requirements as it is located a safe distance from the front setback, is predominately open, and creates enhanced security and privacy.

4. The special exception will not alter the essential character of the district and location in which the property for which the special exception is sought.

The additional fence height in the front yard will not alter the location for which the special exception is sought, as the fence height will be predominately open and at an established fence and gate line in the neighborhood for which the property is located.

5. The special exception will not weaken the general purpose of the district or the regulations herein established for the specific district

The requested special exception will not weaken the general purpose of the district as the fence will remain predominately open.

The motion was seconded by Commissioner Cruz.

Favor: Manna, Cruz, Benavides, Brereton, Stevens, Ybanez, Dean, Vazquez, Oroian.

Opposed: None

Abstained: Bragman

MOTION PASSED

Commission went into recess at 2:14 PM and reconvened at 2:20 PM

Commissioner Bonillas joined the Board of Adjustment meeting, via WebEx, at 2:20 PM.

Item #4

BOA-24-10300105: A request by Martin Hagan for 1) a 3’-6” variance from the minimum 5’ side setback to allow a detached accessory structure with a 1’-6” side setback, and 2) a 4’ variance from the minimum 5’ rear setback to allow a detached accessory structure with a 1’ rear setback, located at 3240 LeBlanc Street. Staff recommends Denial. (Council District 10) (Melanie Clark, Planner, (210) 207-5550, melanie.clark@sanantonio.gov, Development Services Department)

Staff stated 32 Notices were mailed to property owners, 1 returned in favor, 0 returned in opposition. No response from the Eden Homeowner's Association.

Martin Hagan, applicant, presented the item and was available for questions. Johnathan, Quality Custom Deck’s, builder, was available for questions.

The Board voiced concern regarding encroachment into the CPS easement along the rear property line.

No Public Comment

A motion was made by Commissioner Brereton to continue the item to August 19th.

The motion was seconded by Commissioner Benavides.

A verbal vote was taken, and all voted in affirmative.

MOTION PASSED

Item #5

BOA-24-10300107: A request by Neal Neathery for a 12’-6” variance from the minimum 20’ PUD perimeter setback requirement to allow an addition to be 7’-6” from the rear setback, located at 1611 Fawn Bluff. Staff recommends Denial. (Council District 9) (Melanie Clark, Planner, (210) 207-5550, melanie.clark@sanantonio.gov, Development Services Department)

Staff stated 14 Notices were mailed to property owners, 4 returned in favor, 0 returned in opposition. Deerfield Homeowner's Association is in favor.

Neal Neathery, builder representing the homeowners, presented the item and was available for questions.

No Public Comment

A motion was made by Commissioner Manna. Regarding Case No. BOA-24-10300107, I move that the Board of Adjustment grant a request for a 12'-6" variance from the minimum 20' PUD perimeter setback requirement to allow an addition to be 7'-6" from the rear setback, situated at 1611 Fawn Bluff, applicant being Neal Neathery, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The variance is not contrary to the public interest.

The applicant is requesting a variance to the rear setback to allow an addition to be 7'-6" from the rear property line. Staff finds that this to be an allowable distance as it will not directly affect the adjacent neighbor or neighboring residences within the Planned Unit Development (PUD).

2. Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

A literal enforcement of the PUD perimeter setback standards would result in unnecessary hardship, as a 20' setback limits the property owner's ability to expand development within the boundaries of their property.

3. By granting the variance, the spirit of the ordinance will be observed, and substantial justice will be done.

The 12'-6" variance appears to observe the spirit of the ordinance and will not injure the surrounding PUD residences or abutting non -PUD residences within the area.

4. The variance will not authorize the operation of a use other than those uses specifically authorized in the zoning district in which the variance is located.

No uses other than those allowed within the district will be allowed with this variance.

5. Such variance will not substantially injure the appropriate use of adjacent conforming property or alter the essential character of the district in which the property is located.

If granted, a 7'-6" distance from the rear property line will not injure the appropriate use of adjacent conforming properties and the addition will adhere to all other UDC setback requirements.

6. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial and are not due to or the result of general conditions in the district in which the property is located.

Staff finds the plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property as the size of the lot and distance from Non-PUD residences.

The motion was seconded by Commissioner Benavides.

Favor: Manna, Benavides, Brereton, Stevens, Ybanez, Dean, Cruz, Vazquez, Oroian

Opposed: None

Commissioner Dean made a friendly amendment to limit the 12'-6" setback variance to a 15' width. The friendly amendment was accepted by Commissioner Manna and by Commissioner Benavides, the second on the motion.

MOTION PASSED

Item #6

BOA-24-10300108: A request by Enrique and Yolanda Aguilar for a 2' special exception from the maximum 6' fence height to allow an 8' privacy fence in the side yard, located at 2622 Lakeledge Street. Staff recommends Denial. (Council District 2) (Colton Uden, Planner, (210) 207-0120, Colton.Uden2@sanantonio.gov, Development Services Department)

Staff stated 31 Notices were mailed to property owners, 0 returned in favor, 0 returned in opposition. No registered Neighborhood Association.

Enrique and Yolanda Aguilar, homeowners, spoke about the request for the fence to maintain privacy and safety.

Public Comment

Voicemail

William Meyers – Spoke in favor.

In Person

Chris & Marina Ponce –Spoke in opposition.

A motion was made by Commissioner Stevens. Regarding Case No. BOA-24-10300108, I move that the Board of Adjustment grant a request for a 2' special exception from the maximum 6' fence height to allow an 8' privacy fence in the side yard, situated at 2622 Lakeledge, applicant being

Enrique and Yolanda Aguilar, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The special exception will be in harmony with the spirit and purpose of the chapter.

If granted, staff finds the request would be in harmony with the spirit and purpose of the ordinance.

2. The public welfare and convenience will be substantially served.

If approved, an 8' privacy fence in the side yard would be allowed. The increased fence height will serve the public welfare by providing needed security and substantial justice will be served.

3. The neighboring property will not be substantially injured by such proposed use.

The special exception will not injure the neighboring properties as the fence height will not impede traffic or clear vision requirements as it is located a safe distance from the front setback and creates enhanced security and privacy.

4. The special exception will not alter the essential character of the district and location in which the property for which the special exception is sought.

The additional fence height in the side yard will not alter the location for which the special exception is sought, as the fence height is screened from viewing from the right of way, and securely past the front façade of the home.

5. The special exception will not weaken the general purpose of the district or the regulations herein established for the specific district

The requested special exception will not weaken the general purpose of the district as the fence is located on one side and will provide needed security and privacy.

The motion was seconded by Commissioner Manna with a friendly amendment to add “not to include side fence facing street”.

Commissioner Stevens accepted the friendly amendment.

Favor: Stevens, Manna, Brereton, Ybanez, Dean, Cruz, Bragman, Benavides, Vazquez, Bonillas, Oroian.

Opposed: None

MOTION PASSED

Item #7

BOA-24-10300109: A request by Build Modern, LLC for a half-story variance from the maximum 2.5 stories to allow a 3-story structure, located at 211 East Carson Street. Staff recommends Denial. (Council District 2) (Melanie Clark, Planner, (210) 207-5550, melanie.clark@sanantonio.gov, Development Services Department)

Staff stated 31 Notices were mailed to property owners, 3 returned in favor, 0 returned in opposition. Government Hill Alliance Neighborhood Association is in favor.

Staff also stated the applicant is requesting a continuance for July 15th.

No Public Comment

A motion was made by Commissioner Brereton to continue item to July 15th.

The motion was seconded by Commissioner Cruz.

A verbal vote was taken, and all voted in affirmative.

MOTION PASSED

Item #8

BOA-24-10300110: A request by Alberto Galarza for 1) a variance from the fence materials to allow for a corrugated metal fence on the property, 2) a 4'-11" variance from the minimum 5' rear setback to allow an accessory structure to be 1" from the rear property line, 3) a 2'-6" variance from the minimum 5' side setback to allow an accessory structure to be 2'-6" from the side property line, and 4) a 4'-11" and 4' variance from the minimum 5' side setback to allow two carports to be 1" and 1' from the side property line, located at 4835 Castle Pine Street. Staff recommends Denial. (Council District 2) (Colton Unden, Planner, (210) 207-0120, Colton.Unden2@sanantonio.gov, Development Services Department)

Staff stated 35 Notices were mailed to property owners, 9 returned in favor, 0 returned in opposition. East Village Neighborhood Association is in favor.

Albert & Angela Galarza, homeowners, spoke of the need for the fence for privacy. The applicants amended their application to add capping on the corrugated metal fence.

Public Comment

In Person

Juan and Elvia Ortega – Spoke in regard to the item, however not opposed to the requested variances.

A motion was made by Chair Oroian. Regarding Case No. BOA-24-10300110, I move that the Board of Adjustment grant a request for 1) a variance from the fence materials to allow for a corrugated metal fence in the rear of the property not to exceed 6' in height, 2) a 4'-6" variance

from the minimum 5' rear setback to allow an accessory structure to be 6" from the rear property line, 3) a 2'-6" variance from the minimum 5' side setback to allow an accessory structure to be 2'-6" from the side property line, and 4) a 4'-11" variance and a 4' variance from the minimum 5' side setback to allow a carport to be 1" from the side property line for the front carport and 1' from the side property line for the rear carport, situated at 4835 Castle Pine, applicant being Alberto Galarza, because the testimony presented to us, and the facts that we have determined, show that the physical character of this property is such that a literal enforcement of the provisions of the Unified Development Code, as amended, would result in an unnecessary hardship.

Specifically, we find that:

1. The variance is not contrary to the public interest.

Staff finds this request is not contrary to public interest, as the location of the accessory structure in the back of the yard is not immediately adjacent to any other structures that could aggravate water runoff or fire safety issues. The reduced carport setback is not contrary to public interest as other carports in the neighborhood were seen to be built within setbacks, and the corrugated fence material will provide for safety and privacy for the property and immediate surrounding area.

2. Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship.

In this case, the special conditions found on the subject property is limited space in the backyard to maintain a pool and accessory structure, the established locations of carports within the neighborhood, and the need for privacy and security. Without these variances, an unnecessary hardship would require the applicant to remove their accessory structure, and relocate their carport, and re-construct the framing for another fence material.

3. By granting the variance, the spirit of the ordinance will be observed and substantial justice will be done.

The spirit of the ordinance will be observed with the approval of the variances requested as the essential character of the neighborhood will not be changed, adequate spacing for the purposes of fire safety and water runoff will be present, and security and privacy will be enhanced.

4. The variance will not authorize the operation of a use other than those uses specifically authorized in the zoning district in which the variance is located.

No uses other than those allowed within the district will be allowed with this variance.

5. Such variance will not substantially injure the appropriate use of adjacent conforming property or alter the essential character of the district in which the property is located.

Staff finds the granting of the variances will not substantially injure the appropriate use of adjacent conforming properties or alter the essential character of the district in which the property is located as other carports in the neighborhood were seen to also be within the side setbacks, the accessory structure in the rear is far enough from any other structure on the lot and adjacent lots, and the fence material will add security and privacy to the surrounding area. Additionally, this will not injure the appropriate use of adjacent conforming properties as the location of the carport will also not pose any clear vision issues as it is well behind the front setback line for the property.

6. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial and are not due to or the result of general conditions in the district in which the property is located.

Staff finds the plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property such as the limited space in the backyard and the location of carports as seen within the setbacks of properties in the neighborhood, and the need for additional security and privacy.

The motion was seconded by Commissioner Manna.

Favor: Oroian, Manna, Brereton, Stevens, Ybanez, Dean, Cruz, Bragman, Benavides, Vazquez, Bonillas.

Opposed: None

MOTION PASSED

Item #9

Approval of the minutes from the Board of Adjustment meetings on June 17, 2024.

A motion was made by Commissioner Brereton and seconded by Commissioner Bennavides for approval of the June 17, 2024 minutes.

A verbal vote was taken, and all voted in affirmative.

MOTION PASSED

Director's Report - None

Adjournment

There being no further business, the meeting was adjourned at 4:06 PM.

APPROVED BY: _____ or _____
Chairman Vice-Chair

DATE: _____

ATTESTED BY: _____ DATE: _____
Executive Secretary