

**BRIGER COMMUNITY  
DEVELOPMENT DISTRICT**

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| <ul style="list-style-type: none"><li>□ Calvin Lovelace, Chairperson</li><li>□ William Comfort, Vice Chairperson</li><li>□ Dena Comfort, Assistant Secretary</li><li>□ Chilondra Sheppard, Assistant Secretary</li><li>□ Robert Sheppard, Assistant Secretary</li></ul> | <ul style="list-style-type: none"><li>□ Kenneth Cassel, District Manager</li><li>□ Scott Cochran, District Counsel</li></ul> |
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**Meeting Agenda  
Monday, January 22, 2024 at 8:30 a.m.**

1. Call to Order and Roll Call
2. Approval of Agenda
3. Public Comments
4. Approval of the Minutes of the July 24, 2023 Meeting
5. Acceptance of Fiscal Year 2023 Engineer's Annual Report
6. Manager's Report
  - A. Motion to Assign Fund Balance as of September 30, 2023
  - B. Website Audit Reports – 3<sup>rd</sup> and 4<sup>th</sup> Quarter
  - C. Consideration of Resolution 2024-01, Records Retention Policy
  - D. Consideration of Resolution 2024-02, Electronic Signature Policy
7. Attorney's Report
  - A. 2023 Legislative Update
8. Supervisors' Reports, Requests and Comments
9. Acceptance of Financial Statements
  - A. Approval of Financial Statements Dated September 2023 and December 2023
10. Adjournment

Next Meeting Date: March 25, 2024 at 8:30 a.m.

District Office  
Inframark  
210 N. University Drive, Suite 702  
Coral Springs, FL. 33071  
(954) 603-0033

Meeting Location  
PGA National Office Center  
300 Avenue of the Champions  
Suite 270 Palm Beach Gardens, FL. 33418