



*Office of*  
**INDIAN RIVER COUNTY  
ATTORNEY**

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William K. DeBral, County Attorney  
Susan J. Prado, Deputy County Attorney

## **MEMORANDUM**

TO: Board of County Commissioners

THROUGH: John Titkanich, Jr., County Administrator

FROM: William K. DeBral - County Attorney

DATE: June 27, 2024

RE: Resolution Delegating the Authority to the County Administrator or his Designee to Call Letters of Credit and to Act on Behalf of Indian River County during the Time Frame of July 11, 2024, through and including August 19, 2024

The Indian River County Board of County Commissioners has no regularly scheduled meetings during the time frame of July 11, 2024, through and including August 19, 2024. During this interval, it is necessary and desirable that the Board delegate to the County Administrator, or his designee, the authority to call Letters of Credit that may expire during this time interval. Further, it is necessary and desirable that the Board delegate to the County Administrator, or his designee the authority to execute all other documents necessary for the proper functioning of the County.

**Funding:**

There is no expense associated with this item.

**Requested Action:**

Authorize the Chairman to sign the Resolution as presented, delegating the authority to call Letters of Credit and delegating full signing authority during the period commencing July 11, 2024, through and including August 19, 2024.

**Attachment**

Proposed Resolution