

**MINUTES OF MEETING
FIDDLER’S CREEK COMMUNITY DEVELOPMENT DISTRICT #1**

A Regular Meeting of the Board of Supervisors of the Fiddler’s Creek Community Development District #1 was held on **Wednesday, June 18, 2014, at 9:00 a.m.**, at the **Fiddler’s Creek Club and Spa, 3470 Club Center Boulevard, Naples, Florida 34114.**

Present at the meeting were:

Philip Brougham	Chair
Gerald Bergmoser	Vice Chair
Richard Peterson	Assistant Secretary
Robert Slater (<i>via telephone</i>)	Assistant Secretary
James Curland (<i>via telephone</i>)	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Crismond	Assistant Regional Manager
Terry Cole	District Engineer
Tony Pires (<i>via telephone</i>)	District Counsel
Carrie Robinson (<i>via telephone</i>)	Tobin & Reyes, P.A., Litigation Counsel
Tony DiNardo	Developer
Ron Albeit	The Foundation
Mike Charbonneau	The Foundation
Jon Cornof	Resident
Nat Pappagallo	Resident
Joseph Vaccaro	Resident
Frank Weinberg	Resident
Jessie Fritz	Resident
Eileen Robertson	Resident
Vic Natiello	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m., and noted, for the record, that Supervisors Brougham, Bergmoser and Peterson were present, in person. Supervisors Slater and Curland were attending via telephone.

Mr. Brougham asked to add “Security Enhancement” to the agenda, following the Third Order of Business.

SECOND ORDER OF BUSINESS

**Public Comments: Non-Agenda Items (3
minutes per speaker)**

Mr. Brougham asked for public comments on non-agenda items.

Mr. Joseph Vaccaro, a resident, spoke regarding the traffic signal planned for U.S. 41 and S.R. 951 and recalled that it is postponed until February, 2015. Mr. Vaccaro asked if the Board has reviewed any of the approved bid drawings for the proposed traffic signal, identifying the equipment locations, conduit runs and all other items associated with the intersection. He noted previous discussion regarding a wetland area and changes were made, including the addition of an access lane leading to the equipment, and questioned if it was included on the bid drawings. Mr. Vaccaro pointed out that the bid package is for one contract to complete the entire project and asked if the work can be completed more efficiently by having a general contractor complete the labor intensive work and hiring an electrician and/or the traffic signal installation contractor to perform their scope of work. He questioned if as-builts will be available, once the project is completed.

Mr. Vaccaro stated that he posed these questions to Mr. Brougham who called them “BS and second guessing”, which he took offense to, given his many years involved with the design, installation and commissioning of traffic signals in New York City. He voiced his opinion that the installation process for this traffic signal is taking too long; the Board should be more proactive and demanding, as residents are becoming upset with the delays.

Mr. Brougham apologized for terming Mr. Vaccaro’s questions as “BS”; he stated that those questions that were forwarded to him, through a copy of an email that was sent to the District Engineer. Mr. Brougham advised that the meeting is the proper forum for these types of questions, as District Counsel and the District Engineer are present to answer them. If questions are posed outside of the meeting, Staff charges the District an hourly fee to answer them. Regarding Mr. Vaccaro’s questions, Mr. Brougham indicated that the Board has never reached the level of asking the District Engineer or District Counsel for detailed engineering specifications to inspect. Mr. Brougham stated that he is not an engineering expert; that is what the District pays the District Engineer to do.

Regarding splitting the contract into separate parts, Mr. Brougham recalled that the District cannot do so and asked Mr. Pires to comment.

Mr. Pires explained the concern regarding whether the project must go through the bidding process; the statutes are clear that a project cannot be divided to avoid or evade the competitive bid or solicitation requirements. Mr. Pires voiced his opinion that separating this type of project would be construed as an attempt to evade the bidding requirement. He discussed the issues with hiring two contractors, such as scheduling and coordinating the phases of work and determining who is liable for defects or failures.

Mr. Brougham stated that he and The Foundation have lobbied the Florida Department of Transportation (FDOT) for installation of this traffic signal for seven or eight years.

Mr. Peterson indicated to Mr. Vaccaro that he is equally dismayed with the delays and what the process entails. He believes that the project could move faster. Mr. Peterson acknowledged Mr. Pires' comments but stated that he does not understand why the District cannot hire two contractors. He believes that Mr. Cole could fill the role of general contractor coordinating the different contractors, as that is what Mr. Cole is hired to do. Mr. Peterson voiced skepticism of Mr. Pires' opinion that the project cannot be completed by two contractors.

Mr. Pires clarified that he did not say the District cannot hire separate contractors. He explained that the cost of the total project exceeds the threshold requirement for competitive bidding; therefore, even if it was split between contractors, it must be bid.

Mr. Peterson questioned if each portion of the project would exceed the competitive bid threshold. Mr. Pires replied no but advised that the District must consider the cost of the entire project and reiterated that the District cannot split the project in order to evade and avoid the competitive bidding requirement. Mr. Peterson contended that this is Mr. Pires' interpretation.

Mr. Cole acknowledged that this issue has been ongoing and all of the issues were discussed extensively. Mr. Cole stated that he tried to coordinate with the state's contractor who is currently performing work on S.R. 951; however, their prices were over the bid threshold. Regarding timing, he explained that the District cannot perform work while the state's contractor is working in the same vicinity; the state's project should be completed by the end of July. In response to Mr. Brougham's question, Mr. Cole estimated that the District's project has been delayed two to three months, due to the state's project.

Mr. Cole indicated that the traffic signal plans were completed and submitted to the state and county; final approval should be received within a few weeks. He discussed the scope of work and noted that the District is working with David Plummer and Associates (DPA), who

specialize in this type of work. Regarding splitting the work between different contractors, Mr. Cole voiced his opinion that it is better to work through a single contractor, who will be responsible for the full scope of work; splitting the work can result in additional layers of management. He stated that the bid documents are being prepared and the contract should be awarded in August. Mr. Cole stated that it would take the contractor a few weeks to prepare shop drawings for the mast arms, three months to manufacture the mast arms, one month to install them and one month to “burn-in” the signal.

Mr. Vaccaro questioned what work has been completed between October, 2013 and today. He felt that the drawings should have been submitted for approval in November, 2013. Mr. Vaccaro believes that the project has “dragged on”.

Mr. Cole stated that the District experienced delays in receiving information from the state. He confirmed that plans were submitted and resubmitted to the state and county.

Mr. Brougham asked if there is any way to expedite the project. Mr. Cole indicated that the project will be put out to bid within the next few weeks so that the contract can be awarded in late July and work can commence in August, which is the earliest that the work can begin, due to the state’s current project in the same vicinity.

Mr. DiNardo questioned if the delay was the result of trying to work with the state’s contractor. Mr. Cole reiterated that, regardless, the District cannot begin work in that vicinity until August, 2014, when the state completes their project.

Mr. DiNardo discussed the appearance of traffic signals throughout the county and asked Mr. Cole to confirm that the District will have a warranty regarding the paint on the poles. Mr. Brougham directed Mr. Cole to provide an update and to include this matter in the specifications. Mr. DiNardo voiced his opinion that a single contractor will markup work and suggested that the bid specifications require the amounts to be broken out by components. In response to a question from Mr. DiNardo, Mr. Cole advised that the traffic signal will be dedicated to the county. Mr. DiNardo felt that, if the county accepts the light, issues of defects or problems become concerns of the county, not the District.

*****Mr. Pires left the meeting.*****

THIRD ORDER OF BUSINESS

Special Counsel Update: Litigation Proceedings

Ms. Robinson recalled discussion, at the last meeting, that CDD #2's underlying lawsuit was effectively stalled, pending resolution of a motion brought by U.S. Bank and Oppenheimer. She noted that the hearing commenced on May 20 but was not concluded and will reconvene on June 25. Ms. Robinson advised that the status has not changed; however, there was a development in CDD #2's case that will impact CDD #1's case. She reported that, ten days following the May 20 hearing, Oppenheimer and U.S. Bank filed motions to disqualify the judge on the claim that the judge made comments during the May 20 hearing which indicated that she was not impartial and could not remain as the judge on the case. Ms. Robinson stated that counsel responded to the motion. She explained that the standard on which a motion to disqualify a trial court judge is not looked at on whether the allegations are true, as they must be taken as true; therefore, the decision is made on whether the motion is legally sufficient. The judge ruled that the motion to disqualify her was legally sufficient and she recused herself from the underlying CDD #2 case. Ms. Robinson advised that the CDD #2 case was reassigned to Judge Brodie, which is further complicated because, as of July 1, Judge Brodie will no longer be a circuit civil judge; she is moving to criminal court. This means that the case will be transferred again to a new judge. Ms. Robinson confirmed that the June 25 hearing will not occur.

Ms. Robinson stated that CDD #1's consolidated case remains with the original judge; however, the CDD #1 and CDD #2 cases need to remain together, as CDD #1 benefits from the underlying litigation, rulings and discovery in the CDD #2 case. She explained that, once a judge is in place, counsel will again move to consolidate CDD #1's case with CDD #2's case, under the new judge.

Regarding the CDD #1 case, Ms. Robinson stated that the discovery process continues; documents are being reviewed and will be produced in due course.

Mr. Brougham asked if an executive session should be scheduled. Ms. Robinson indicated that the District can hold an executive session; however, she felt that it can wait until the new judge is officially assigned, as nothing will occur until then.

*****Ms. Robinson left the meeting.*****

▪ **Consideration: Security Enhancement Proposal**

*****This item was an addition to the agenda.*****

Mr. Brougham recalled the presentation at the May 29 workshop.

Mr. Frank Weinberg, a resident speaking on behalf of Mahogany Bend, voiced support, on behalf of his community, for the security upgrade.

Mr. Jesse Fritz, a resident, felt that the community should proceed with the new cameras.

Ms. Eileen Robertson, a resident, urged the Board to proceed with the enhancements. She reported that the Mulberry Lane sign was recently hit.

Ms. Crismond confirmed that she just heard about this and will arrange to have the sign repaired.

Ms. Robertson stated that she spoke to TEM Systems, Inc., (TEM), following the workshop, about installing cameras in Mulberry, after the CDDs complete their installations. She noted that TEM can also work with individual homeowners to install cameras.

Mr. Albeit recalled a question at the workshop regarding whether the sheriff can link into the cameras and noted that the Mediterra community has launched a web-based program to link into their security cameras.

Mr. Jon Cornof, a resident, stated, for the record, that he favors the security enhancement.

Mr. Vic Natiello, a resident, expressed his support.

Mr. DiNardo advised that Comcast can complete the connection with fiber; therefore, the cost should be no more than proposed.

Mr. Brougham discussed the benefits of the security enhancements, including having a web-based system that will allow access to residents and outside enforcement agencies. He stated that The Foundation will fund much of the project and each CDD is being asked to pay for the cameras at their respective gates; CDD #1's cost will be approximately \$73,000 and CDD #2's cost will be about \$50,000. Mr. Brougham voiced his support for the security enhancement.

Mr. Curland recalled that the access control contract is currently prorated based on door fronts in each CDD and asked if that procedure will be followed for the system enhancement. Mr. Brougham stated that he did not discuss how to fund the project; the question is whether to accept the proposal.

Mr. Curland noted that TEM, the current security contractor, "assessed" the need for the enhancement but questioned why the District has not sought out opinions from other contractors, to determine if the enhancement is necessary and the cost. He questioned if Mr. DiNardo queried other contractors for recommendations.

Mr. Brougham voiced his assumption that the analytical camera software is an “add on” to the District’s existing software/hardware. Mr. DiNardo confirmed that the software is added to the existing gate system; if the District selected a different vendor, the entire system would have to be replaced.

Mr. Curland asked what evidence the District has to support the need for the security enhancement; what resources and information are available for the Board to review that supports the purchase.

Mr. Slater asked if Mr. Curland was questioning whether the enhancements are necessary. He voiced his opinion that it enhances the District’s security and ability of Collier County security to stop burglars and reduce break-ins. Mr. Slater stated that he did not understand Mr. Curland’s question.

Mr. Curland indicated that he understood the goal; his question was whether this approach is the proper way to achieve that goal. He attempted to reiterate his question.

Mr. Brougham indicated that the question was addressed to the Chair and, as the Chair, he will answer with his opinion and seek comments from other Board Members.

Mr. Brougham expressed his opinion that, as a Board, they have not provided a need assessment. In his opinion, what is being provided is hardware and software that will “allow us, as stated in the TEM presentation” to gather more data regarding who enters Fiddler’s Creek and when and how entrance was made; in case there was an incident, the District would have immediate access to the exact date and time, within parameters to identify potential leads to pass along to the sheriff. Mr. Brougham stated that is, in his opinion, where the District has the opportunity or need; the District does not currently have a “ready source” to pull up events that occurred in the past, as the current system is tedious and incomplete.

Mr. Slater voiced his support for the security enhancements.

Mr. Peterson expressed his concern regarding how the District will finance the project; he believed that the Board should further discuss that aspect.

Mr. Brougham stated that, prior to discussing how the project will be financed, he wants to know that the Board agrees with the concept.

Mr. Peterson pointed out that this is a proactive, not reactive, measure and questioned if it is needed “today”. He wondered if there is past history that indicates that the money should be

spent now; however, in his opinion, the District would be proactively investing to control future incidents.

Mr. Brougham felt that, at best, the enhanced system would provide more data and it could be a deterrent; however, residents would be mistaken to believe it will prevent incidents.

Mr. Bergmoser recalled discussion regarding adding solar power to the camera system, in the event of a power outage. Mr. DiNardo advised that, once he receives the Boards’ approval, TEM will refine the design; he assumed that the proposals provided were a “guideline” and the cost for enhancements, such as solar, will be presented for the Boards’ consideration. Mr. DiNardo pointed out that the proposed system did not contain solar power; backup options will be discussed. Mr. DiNardo stated that the detailed design and costs will be provided later.

On MOTION by Mr. Brougham and seconded by Mr. Slater, with all in favor, proceeding with the TEM Systems, Inc., proposal for implementation of the security enhancement camera system at the gates, as proposed at the joint workshop on May 29, 2014, subject to further refinement, in terms of cost estimates, and the approval by Fiddler’s Creek CDD #2 to proceed, not-to-exceed the combined cost of \$125,000, was approved.

FOURTH ORDER OF BUSINESS

Developer’s Report/Update

Mr. DiNardo reported that the developer contracted with Mitchell and Stark to develop the first four parcels in Marsh Cove; the parcels will probably be completed by October, 2014. In response to a question, Mr. DiNardo clarified that the infrastructure will be completed by October.

FIFTH ORDER OF BUSINESS

Engineer’s Report

Mr. Cole presented Draw #87, for the 2005 Series bonds, in the amount of \$207.50 for work related to the South Florida Water Management District (SFWMD) certifications. Mr. Brougham asked if it would be more cost effective for Mr. Cole to accumulate these costs and bill the District once, per quarter. Mr. Cole indicated that he will investigate that possibility.

Mr. Cole stated that the Phase 3 lake erosion work was completed. In Phases 1, 2 and 3, all of the high and most of the medium priority areas related to residential areas, were completed.

Mr. Cole will review the priority list and compare it to the present conditions of the remaining lake banks. The District can consider Phase 4 during the next fiscal year, as certain areas still need to be repaired; he believes that those areas can be completed within the \$200,000 proposed budget figure.

Mr. Brougham questioned if there is \$200,000 worth of work for Phase 4 and whether it is prudent to continue budgeting that amount on an ongoing basis. Mr. Cole replied affirmatively; he recalled that the total estimated costs to complete all phases were \$1.6 million and \$500,000 to \$600,000 has been completed, thus far. Mr. Brougham asked if a substantial amount of lower priority work remains. Mr. Cole replied affirmatively.

Mr. Bergmoser inquired if the Phase 1 and 2 lake banks were inspected to confirm that they are holding up. Mr. Cole replied yes and stated that those areas will be inspected while preparing for the next phase of work. Mr. Bergmoser pointed out that lower priority areas may have become higher priorities since the evaluation three years ago.

Mr. Brougham asked Mr. Charbonneau if the main gate could be notified when the online system is down. Mr. Charbonneau stated that, by next week, TEM's software engineers will have the system set up so that five people will be notified, via email and text, if the system is down. Mr. Brougham asked that the voice recording, on the automated system, be updated to reflect "reality", regarding Championship Gate. Mr. Charbonneau confirmed that the message will be changed. Mr. Brougham advised that the sign at the entrance to Championship Gate, which states "restricted gate", should be updated or removed. Mr. Charbonneau stated that the sign referred to commercial and construction vehicles; it can be removed and installed, when needed.

Mr. Vaccaro asked if the U.S. 41 and S.R. 951 traffic signal installation is a unit price or lump sum project. Mr. Cole indicated that it is lump sum. In response to Mr. Brougham's question, Mr. Cole advised that the intersection will have three mast arms.

*****Mr. Cole left the meeting.*****

Regarding enhanced security, Mr. Brougham mentioned to Mr. DiNardo that it might further deter people if signage was placed at the entrance and strategic locations around the community, advising of the cameras.

SIXTH ORDER OF BUSINESS

Continued Discussion: Proposed Budget for Fiscal Year 2014/2015

Mr. Brougham recalled Ms. Robinson’s comments regarding the status of litigation and noted that, to date, the District expended approximately \$82,000 on the case, in less than one year. He noted that nothing was budgeted for Fiscal Year 2015. Given the current delay in the case, Mr. Brougham felt that the District should budget for future litigation and, if it is not necessary, the amount can be removed prior to adopting the budget or, if it is budgeted and goes unused, it can fall to the fund balance. He explained that, if the District does not budget for litigation, the money must come from the fund balance; however, the District needs to maintain its fund balance for potential hurricane cleanup and its portion of the traffic signal costs. Mr. Brougham recommended budgeting \$100,000 for “Legal litigation”.

Mr. DiNardo pointed out that, if the District wins its case, it could receive punitive damages and be awarded legal fees.

Mr. Peterson recommended budgeting \$50,000. Mr. Bergmoser asked how much CDD #2 is budgeting. Mr. Adams indicated that CDD #2 is not budgeting for these legal expenses currently; CDD #2 is using its fund balance. Mr. Curland suggested budgeting \$75,000. Discussion continued regarding the amount to budget for Fiscal Year 2015.

Mr. Slater pointed out that the District joined CDD #2’s lawsuit, in an effort to recover approximately \$500,000. He noted that, by the end of Fiscal Year 2014, the District will have spent approximately \$100,000 on the litigation and is considering budgeting another \$100,000. Mr. Slater questioned when the Board will rethink its participation in the lawsuit.

Mr. Brougham stated that the Board will make a decision following its executive session with counsel in late July, prior to finalizing the Fiscal Year 2015 budget. He noted that, if the Board decides to continue with the lawsuit, it should budget the expense.

Discussion ensued regarding an appropriate amount to budget for “Legal litigation”.

On MOTION by Mr. Brougham and seconded by Mr. Bergmoser, with all in favor, budgeting \$100,000 in the Fiscal Year 2015 budget, for “Legal litigation”, was approved.

Mr. Adams advised that, based on today’s discussion regarding the security enhancements and the \$100,000 budgeted for “Legal litigation”, the per-unit assessment will

increase from \$1,294.01 in Fiscal year 2014 to \$1,443.01 for Fiscal Year 2015. He noted that this figure assumes that there is no change in the number of assessable units in CDD #2; a change could impact the percentage split between the Districts.

Discussion ensued regarding whether CDD #1 should pay the actual costs for the security enhancements within the District or if the entire cost should be split on the current prorata percentages used for security services. Mr. Brougham pointed out that, if the District pays on the prorata basis, it will pay more than the actual cost of the equipment used in CDD #1. Mr. Brougham favored maintaining the prorata split. Mr. Adams agreed that security services should remain split, on the prorata basis.

Regarding landscaping, Mr. Brougham noted that a cost increase was not budgeted. He felt that an increase should be included. Mr. Brougham voiced his opinion that, during the past two bid processes, TruGreen Landcare (TruGreen) bid below cost in order to keep the business, which has caused them to struggle, and their work is periodically deficient. He pointed out that, during the last bid cycle, the next lowest bidder's price was about \$100,000 higher than TruGreen's bid.

Mr. Adams suggested increasing the landscape maintenance budget from \$710,000 to \$800,000. He advised that TruGreen recently reorganized and may not be willing to keep this contract as the "loss leader" that it previously was. Mr. Adams felt that it is time to make a realistic adjustment to the District's landscape maintenance budget.

Discussion ensued regarding the tree trimming. Mr. Adams confirmed that tree trimming is separate from the routine landscape maintenance.

The Board agreed to increase the landscape maintenance budget from \$710,000 to \$800,000. Mr. Adams indicated that this addition, coupled with the previously discussed additions, the per-unit assessment will increase from \$1,294.01 in Fiscal Year 2014 to \$1,492.67 for Fiscal Year 2015, an overall increase of approximately \$200 per unit. He confirmed that the increase does not anticipate using any fund balance. Mr. Adams noted the projected ending fund balance for Fiscal Year 2015 is about \$1.1 million; based on the District's budget, it should maintain a fund balance of at least \$700,000.

Mr. DiNardo referred to the number of developer units listed in the proposed budget and recommended that Management verify the amount; he believed that the developer only has about 20 units remaining off roll.

Mr. Adams indicated that the District will be required to send a mailed notice of the assessment increase, at least 20 days prior to the public hearing scheduled for August 20, 2014. He recommended that the Board schedule its executive session within a week of the July meeting.

SEVENTH ORDER OF BUSINESS

Discussion: Website Hosting Provider

Mr. Brougham voiced his opinion that the District needs a new website hosting provider and presented a proposal from The Strange Zone, Inc., for \$600 for 12 months of service.

On MOTION by Mr. Brougham and seconded by Mr. Peterson, with all in favor, The Strange Zone, Inc., \$600 proposal for one year of website maintenance services, was approved.

EIGHTH ORDER OF BUSINESS

Approval of Minutes

- **May 28, 2014 Regular Meeting Minutes**

Mr. Brougham presented the May 28, 2014 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following change was made:

Line 149: Change “Brougham” to “Bergmoser”

On MOTION by Mr. Peterson and seconded by Mr. Bergmoser, with all in favor, the May 28, 2014 Regular Meeting Minutes, as amended, were approved.

- **Action Items**

The action items were not discussed.

- **May 29, 2014 Joint Workshop Minutes**

Mr. Brougham presented the May 29, 2014 Joint Workshop Minutes and asked for any additions, deletions or corrections. The following changes were made:

Line 16: Insert “(via telephone)” after “Curland”

Line 29: Delete line

Line 31: Change “Tony Pires” to “Matt Flores”

On MOTION by Mr. Peterson and seconded by Mr. Bergmoser, with all in favor, the May 29, 2014 Joint Workshop Minutes, as amended, were approved.

NINTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being nothing further to report, the next item followed.

B. Manager

i. Approval of Unaudited Financial Statements as of May 31, 2014

The Unaudited Financial Statements as of May 31, 2014, were included for informational purposes.

Mr. Brougham referred to the "Balance Sheet", on Page 1, and questioned what the line item "Anchor marine retainage" was related to. Mr. Adams advised that it is for retained funds pending final inspection of the lake bank erosion work.

ii. NEXT MEETING DATE: July 23, 2014 at 8:00 A.M.

The next meeting is scheduled for July 23, 2014 at 8:00 a.m.

C. Operations Manager

Ms. Crismond presented the Operations Report for informational purposes. She indicated that she contracted with Florida Painters to complete the annual pressure cleaning project. Work will commence in mid-September and the completion deadline, for both CDDs, is October 30. Ms. Crismond stated that the contractor agreed to spot treat specific slip and fall situations, as needed, at no extra cost. The contract includes a penalty of \$250 per day, if the work is not completed on time.

Mr. Brougham questioned if Florida Painters has sufficient manpower and equipment to complete the project.

Mr. Brougham asked if the annual tree pruning was completed. Ms. Crismond stated that she must inspect the areas to determine if the project was completed.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

There being no Supervisors' requests, the next item followed.

TWELFTH ORDER OF BUSINESS

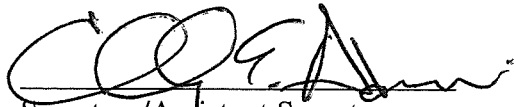
Adjournment

A resident discussed a dangerous situation on Championship Drive where drivers do not understand that it is a two-way street. He asked the District to add a sign, to the existing signage, signifying that it is a two-way street .

Mr. Brougham directed Ms. Crismond to research signage options. Mr. Adams indicated that Management will coordinate with Mr. Cole.

There being nothing further to discuss, the meeting adjourned at approximately 10:30 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair