

PANTHER TRACE COMMUNITY DEVELOPMENT DISTRICT

September 23, 2008 Minutes of Meeting

Minutes of the Regular Meeting

The regular meeting of the Board of Supervisors for Panther Trace Community Development District was held on Tuesday, September 23, 2008, at 6:30 p.m. at the Panther Trace Clubhouse, located at 12515 Bramfield Avenue, Riverview, Florida 33579.

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the regular meeting of the Board of Supervisors of the Panther Trace Community Development District to order on Tuesday, September 23, 2008, at 6:35 p.m.

Board Members Present and Constituting a Quorum:

Donna Lee Burke	Chairman
Megan Jones	Vice Chairman
Anthony Trask	Supervisor
Ken Roberts	Supervisor

Staff Members Present:

Brian Lamb	District Manager, District Management Services, LLC
Pete Altman	District Management Services, LLC
John Vericker	District Counsel, Straley & Robin, P.A.
Monica Vitale	Recreation Manager

Audience Members Present:

Paul Woods	OLM, Inc.
Pete Lucadano	Luke Brothers, Inc.
Chelya Seymour	Luke Brothers, Inc.
Residents	

2. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the Board of Supervisors Meetings on August 26, 2008 (Tab 1)

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on August 26, 2008.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures August 2008 (Tab 2)

Mr. Lamb stated that the invoice from Cornerstone Hardscapes, Inc. for \$1,853.02 will be removed as it is a Panther Trace II CDD expense.

Items of discussion were:

- Clarified that the invoices from Municipal Capital Corp were for the District's loan
- Service provided from Tampa Bay Trane and the need for a follow up call
- High cost for cigarette urns from Cornerstone Tree Farm
- Mr. Lamb to verify whether it is the District or TECO's responsibility to replace bad photo cell in the street lights
- High cost for replacing golden rain trees from Luke Brothers
- Clarification of services provided by Luke Brothers on invoice J007995
- Mr. Lamb to obtain more detail as to what's causing the repairs to the irrigation to be necessary and suggestions on how they can avoid the damage in the future
- Request for more information regarding the Progressive auto insurance renewal
- Possibly need for an adjustment in the contract monthly maintenance fees from Remson Aquatics as they do not have to prepare reports regarding the invasive species anymore

MOTION TO:	Approve the Operations and Maintenance Expenditures -- September 2008 totaling \$71,643.97 (subject to the removal of Cornerstone invoice #M1835-LC).
MADE BY:	Supervisor Roberts
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

3. AUDIENCE COMMENTS

Ms. Burke asked if there were any audience comments.

Items of discussion included:

- Expectations of District Staff, Employees, and Board Supervisors
- Length of time to repair items
- Need for the street light at US Highway 301 and Panther Trace Boulevard to facilitate traffic better

4. BUSINESS ITEMS

A. Discussion Regarding Resident's Suspension of Privileges (Tab 7)

Ms. Medina, a resident, apologized for her family's behavior at the pool on several occasions. Ms. Burke stated that Ms. Medina was offered the opportunity to appear before the Board for reinstatement of privileges that were suspended because of several altercations at the pool.

MOTION TO:	Reinstate the recreation privileges of the Medina family.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

5. AUDIENCE COMMENTS CONTINUED

Items of discussion included:

- Vandalism occurring at residences
- Possible solutions to prevent future vandalism
- Responsibilities of the HOA and the CDD

6. BUSINESS ITEMS CONTINUED

A. Consideration of Landscape and Irrigation Maintenance Proposals (Tab 3)

Mr. Lamb stated that OLM, Inc. prepared an evaluation of the landscape and irrigation maintenance proposals that they received. Paul Woods, a representative of OLM, Inc. (OLM), stated that they were retained by the District to facilitate the bidding specification services for landscape maintenance. He stated that the bids were opened on September 19th at the office of DMS and were transferred to OLM's office for review. Mr. Woods stated that they prepared a memo and summary of the bids. He stated that after reviewing the bid summaries OLM feels that any of the five contractors that bid for the contract are capable of performing the District's desired level of service. Mr. Woods stated that OLM has worked with all of the contractors in some capacity. He stated that OLM would direct the Board's focus to the two lowest bidders – Luke Brothers, Inc. (Luke) and Raymow Enterprises, Inc. (Raymow). Mr. Woods stated that Luke had the lowest price and their final price was found to have computational errors which when corrected resulted in a 4.4% increase to their submitted total price. He stated that they remain with corrections the lowest bidder. Mr. Woods stated that Raymow was 2.42% higher than Luke however the bid was complete without computational errors. He stated that with two low bidders coming in so close it appears that those prices would represent a successful competitive bid. Mr. Woods stated that OLM is confident that consistent capable improvements will be achieved at this cost. He stated that a performance based agreement is the Board's assurance that the contractor will deliver consistent and asset enhancing services during the contract's duration. Mr. Woods stated that in review of the detail it is his opinion that each contractor employed calculations to earn your business. He stated that it is not uncommon and may reflect several strategies at work; improving market share, leveraging location of other local businesses, and some "lost leader" practice. Mr. Woods stated that once the Board makes a decision on a contractor, OLM can prepare the final contracts.

Mr. Vericker stated that the bid price listed on the proposal from Luke Brothers is what will be considered and not the revised price based on the corrections made by DMS. Mr. Lamb stated that the bid price listed was \$185,197.

Mr. Woods stated that that on the summary bid form the errors were identified on item B, seasonal color/perennial maintenance and was a \$550 mathematic error. He stated that the second error was on item D, mulch total and was a \$7,175 mathematic error. Mr. Woods stated that the errors are supported in the unit pricing. He stated that for clarity they calculated the correct numbers had the mathematics been done correctly.

Mr. Lamb stated that Mr. Woods job is to prepare the contractual documents and evaluate the landscape bids which he has done. He stated that the District's duty is to review the evaluation and choose the lowest qualified and responsible bidder. Mr. Vericker stated that the Board has to first look at the cost of the proposals, then analyze if the vendor can perform the work, their responsiveness to the bid, and does the vendor meet all the qualifications. He stated that if the lowest price bidder does not meet the qualifications the Board can move onto the next bidder until they select a vendor who is a responsive bidder.

The Board took a brief recess to review the proposals.

The Board reconvened.

Ms. Burke asked Mr. Woods what his thoughts were on Luke Brothers with regards to their understanding of the scope of work and meeting the bid specifications. Mr. Woods stated that they have worked with Luke Brothers on Heritage Isles CDD and the specifications are similar. He stated that Luke Brothers understands the scope of services, bid specifications, and the value that is driven by a performance based agreement.

Ms. Burke asked Mr. Woods what his thoughts were on Raymow Enterprises, Inc. with regards to their understanding of the scope of work and meeting the bid specifications. Mr. Woods stated that they have worked with Raymow on Innisbrook as well as other communities. He stated that Raymow understands the scope of services and bid specifications as well. Mr. Woods stated that both Raymow and Luke Brothers should be considered qualified for the Board's consideration.

Ms. Burke asked Mr. Woods if the other three vendors who submitted proposals understood the bid specifications and follow the bid specifications in submitting their bid. Mr. Woods replied affirmatively. He stated that there is an approximate 2% gap in price on year one and when you extend the prices out to year three the difference between vendor one and two is about 1%. Mr. Woods stated that on year one there is an approximate 15% difference between vendor one and four. He stated that vendor five has a distinct difference in their mulch calculation. Mr. Woods stated that with the fast turnaround time of the proposals OLM has not conducted any interviews with the firms to clarify any of the points on the proposals. He stated that all five of the vendors are competent and capable providers. Mr. Woods stated that they have a good and competitive bid.

Mr. Roberts stated that he did not have any questions regarding the proposals.

Ms. Jones asked for clarification on the term "qualified bid". She stated that if they have continued lack of performance based on what the Board feels is an acceptable level of performance she thinks that where there is a difference. Ms. Jones stated that there is an unknown and a known. She stated that her concern and question is based on the fact that this is the second time the District has rebid out a landscaping and maintenance program from their current vendor yet they come in with the lowest bid is it really qualified because they are having to rebid the services out due to a lack of performance on a continual basis.

Ms. Burke asked if Ms. Jones had concern as to whether or not Luke Brothers is truly responsive based on past performance. Ms. Jones replied affirmatively.

Ms. Jones asked if Luke Brothers will have grounds to sue the District if they are not chosen. Mr. Vericker stated that the Board's responsibility is to review the qualifications, past performances to determine which bids are responsive. He stated the Board has to determine whether a vendor is qualified or not. Mr. Vericker stated that Luke Brothers can appeal the decision. He stated that the Board has to look at the facts. Mr. Vericker stated that regardless of what the Board thinks of the proposal, past performances, or references, in total the contract would have to be awarded to the lowest responsive bidder. Ms. Jones asked Mr. Vericker if it is appropriate to look at performance and quality of services. Mr. Vericker stated that if there are facts that they want on the record they will need to present them.

Mr. Trask stated that he did not have any questions regarding the proposals.

Pete Lucadano of Luke Brothers, Inc. spoke to the Board regarding the services they can provide for the District. Ms. Burke asked if there were any questions. Mr. Trask asked if Mr. Woods personally had any insight and input into the RFP design specification. Mr. Woods replied affirmatively. Mr. Trask asked if they also redid last year's specifications in the RFP. Mr. Woods replied affirmatively. Mr. Trask indicated that they did find out that there are improvements to the bid documents that would indicate that the two types of contracts are significantly different. Mr. Trask asked if based on the level of variance in bid pricing is it more commiserate with the new design, new specification, and new bid price for the increase in service. Mr. Woods stated that it is correct and there is no better test to that than putting it out to bid by competent providers. After further discussion regarding the landscaping specifications, he stated that not only is there a change in the frequencies but there's a better delivery mode or method of those frequencies.

Mr. Trask stated that considering their concerns or issues with prior vendors over the last several years and based on the differences between last years contract specifications and this years contract specifications there seems to be an elevated level of service to be provided. He stated that based on their new bid specifications they need to look at the new services or increased level of services to identify that they have lack of quality provided to our capital investment over time. Mr. Trask stated that may not be the vendor's fault and may be that the Board's specifications in the RFP were not sufficient to maintain the original landscape. Ms. Burke stated that four foot weeds have nothing to do with soil and fertilization. She stated that it has to do with man power. Ms. Burke stated that even today there are mounting piles of pine needles in the roadways. Ms. Burke further indicated that she had many photographs of the overgrown weeds. Ms. Burke stated that the current vendor had poor performance based on the specifications that were in the contract. She stated that she does not have a strong level of confidence in the current provider to rise up to the new level of expectation. Mr. Trask stated that he had a strong level of confidence in this Board and District Management to implement into the contract going forward a performance clause where they remove revenue from the vendor if those aforementioned issues arise.

Mr. Roberts asked if Luke Brothers is willing to change their approach as to how they maintain the District now versus before. He stated that in having a performance based contract there is a lot more incentive for Luke Brothers than there was before. Mr. Roberts asked if that would change their perspective of how the community is going to be approached. Mr. Lucadano replied affirmatively. He stated that it tightens the entire process and sets a communication system in place. Mr. Lucadano spoke further on Luke Brothers qualifications.

Ms. Burke noted that Mr. Lucadano stated that OLM would facilitate a stronger communication link and oversight with the monthly walk through. She stated that her understanding is that under the prior contract there was supposed to be a monthly walk through with onsite management or a representative of DMS. Ms. Burke asked if that wasn't occurring and that is why the problems were getting out of control or if there was a communication problem. She stated that is trying to understand why the Board on a consensus basis felt that their expectations were not being met.

Mr. Lucadano stated that by no means is he blaming any shortfalls or issues that they are having on anyone other than Luke Brothers. He stated that after 24 hours of providing landscape maintenance services when a vendor has the opportunity to meet monthly and have contact onsite to identify issues and expressed concerns that there are limitations that they face for a certain reason. Mr. Lucadano stated that three or four walkthroughs were done but they were not done on a monthly basis.

Ms. Burke stated that Mr. Lucadano attended the CDD meeting in July and heard the concerns and questions of the Board. She asked Mr. Lucadano how he feels his company has done in the two month period of time in addressing the Board's concerns. Mr. Lucadano stated that are several areas where they have received positive feedback. He stated that there are other areas that they are following the specifications exactly but receive negative feedback. Mr. Lucadano addressed the Board's concerns regarding the piles of pine needles, the lack of mulch in certain areas, and the high growing weeds.

Ms. Jones asked Mr. Lucadano to explain why their level of service will improve with OLM coming on board versus their standard of service when they contracted directly with the District last year. Mr. Lucadano stated that all the monetary incentive to Luke Brothers says that it provides documentation that Luke Brothers provided the service that they contracted for.

Ms. Jones stated that Mr. Lucadano mentioned "getting to know the property". She stated that Luke Brothers has been on the property before as the landscape maintenance provider and asked how long they need to get used to the property. Mr. Lucadano stated that they have had the opportunity to go full circle for a season. He stated that they didn't have that opportunity initially when they serviced the District. Mr. Lucadano stated that the property and specifications were different last time.

Ms. Burke stated that in reviewing the licenses and certifications she noticed that Mr. Lucadano is the certified pest operator and the horticulturist. She asked when the last time other than attending the CDD meeting in July Mr. Lucadano was on the property looking at and evaluating the landscaping from a horticultural standpoint and a pest control standpoint. Mr. Lucadano stated that he was on site two weeks ago to deal with the pest control issue. He stated that Ms. Seymour does a job order for the application of the pest control and fertilization and they specifically talked about what they are going to alter in the next application. Ms. Burke asked Mr. Lucadano how often in the past year he has visited the site. Mr. Lucadano stated that he has visited the site approximately every two to three weeks.

Mr. Roberts asked Mr. Woods if there are provisions in the contract that takes extenuating circumstances into consideration. Mr. Woods stated that hurricanes are acts of God so they are extraordinary circumstances and they would look at that in context with what is invested in the community. He stated that in regards to the issue of it raining and the contractor not being able to do their job because of the rain, there has to be compelling evidence for OLM to be able to dismiss it from a demerit. Mr. Woods stated that the inspection process is a demerit process.

Ms. Burke asked Mr. Woods if he had to rate the current performance on a scale of one to ten with five being barely acceptable and ten being excellent, how he would rate it. Mr. Woods stated that their performance would be rated a C minus.

Mr. Woods stated the focus should be does the contractor under the scope of services, are they willing to work under that scope for the District, and are they cognizant of the fact that there is a performance guarantee and a 30 day probation clause. He stated that the performance guarantee and 30 day probation clause are not bound in any way. Mr. Woods stated that the Board can still act irregardless of the inspection process.

Mr. Roberts stated that he felt that the lowest responsible bidder was Luke Brothers, Inc. He explained why he felt they were the lowest responsible bidder.

Ms. Jones stated that she is a firm believer on past performance, that when you get additional chances you don't blow the chance, and that you work very hard to rectify past performance issues and past perceptions of performance issues. She stated that given the performance by Luke Brothers the past year that hasn't been done. Ms. Jones stated that therefore while monetary Luke Brothers is the lowest bidder she doesn't feel that based on performance they would be most responsible bidder. She stated that the addition of OLM's services is going to make a significant progress regardless of which contractor they award the contract to. Ms. Jones stated that she felt that the lowest responsible bidder was Raymow Enterprises, Inc.

Mr. Trask stated that all five bidders, according to OLM's expertise in judging their qualifications and he agrees, replied and all parties are responsible bidders. He stated that they submitted their expertise in their companies to meet by our specifications and bid. After further discussion regarding the importance of communication between the vendor and the District, Mr. Trask stated that he felt that Luke Brothers was the lowest responsible bidder.

Ms. Burke stated that an objective third party rated the current performance based on standard best practices as a C minus on Friday. She stated that is not satisfactory or acceptable.

Mr. Altman stated that the current contract is through September 30, 2008. He stated that if the Board does not make a decision today they will end up having to discuss with Luke Brothers an extension of their contract or they will be without landscaping services.

Ms. Burke stated that as a Board there is indecision or a lack of a consensus. She asked if the Board still feels individually that they're not swayed either way based on what the other Board members have said. Ms. Jones stated that she is not swayed however the contract indicates that in 30 days they can reevaluate the contract. She stated that she does not feel that 30 days is an unrealistic expectation for Luke Brothers to bring the grade up from a C minus to something more acceptable. Ms. Jones stated that they have a fiduciary responsibility to award a month to month type of continual on the contract and will end up expending more of an outlay that would negatively impact the budget. She stated that the contract would have a 30 day clause that would allow us the Board a little bit of flexibility to reexamine the level of service that could be improved.

Ms. Burke asked Mr. Lucadano if Luke Brothers would be willing to extend their services for an additional 30 days to allow an opportunity for the Board to review this matter at the October meeting with the full Board. Mr. Lucadano replied affirmatively. Mr. Vericker stated that would be acceptable but it would have to be at the old contract's terms. Ms. Burke asked Mr. Woods if he would be willing to evaluate Luke Brothers prior to the next meeting to inform the Board of their current standing. Mr. Woods replied affirmatively.

The Board tabled this matter until the October meeting.

B. Review of Field Services (Tab 4)

Mr. Altman reviewed a summary of field services to be provided by DMS. He stated that he is proposing that the Board look at modifying the scope of services to include more detailed descriptions of the services to be provided by DMS.

Ms. Burke stated that in regards to dealing with employee management, one of the issues they have had in the past is the lack of onsite supervision. She stated that in the past they have used Ms. Vitale in an onsite supervisory capacity so the employees have someone onsite to report to. Ms. Burke recommended that Ms. Vitale remain in the onsite supervisory position although their needs to be a team approach with DMS so that DMS is aware of what is going on onsite. Mr. Altman stated that it is the approach that is defined in the scope of services he distributed.

Ms. Burke stated that Ms. Vitale should have the authority to report landscaping issues to District Management and receive communication as to the resolution. She stated that residents should be able to call any member of the District team and get the same answer within a short period of time.

Discussion ensued regarding the organizational chart for the District and the need for timely communication between the different staff members.

Ms. Burke stated that based on some performance issues by DMS it would be appropriate to place DMS in a review period that is not a probationary period or termination. She stated that it is a wake up call to all of them to not just speak the words but to get things done. Ms. Burke stated that based on some pending issues, she requested District Counsel to draft a letter for the Board's consideration. She stated that the purpose of the letter is to let DMS know the Board hasn't been 100% satisfied with their performance recently and there are some issues that are outstanding. Ms. Burke stated that there is an attachment to the letter that outlines some of the outstanding issues she is aware of as of the preparation of the letter. She stated that the other individual Board members may have other issues and she asked that they communicate the issues to DMS in a timely fashion. Ms. Burke stated that if the Board chooses to adopt and propound the letter that DMS prepare for the Board an update within 30 days of where they stand on the issues and how they are doing as to improving communications.

MOTION TO:	Propound the letter to DMS letting them know that they are in a 30 day review period, will consider their performance at the next Board meeting and make a determination at that point on how to proceed.
MADE BY:	Supervisor Jones
DISCUSSION:	Mr. Trask stated that he can not vote on something he was not consulted on or agreed to submit from the Board's perspective. Mr. Roberts stated that he also can not vote on something he has not had a chance to review. The Board and Staff took a moment to review the letter and exhibits. Discussion ensued regarding the existing contract versus the new proposed contract. Mr. Roberts stated that he would like additional time outside of the meeting to review the new scope of services and contract as well as the letter. Mr. Roberts stated that he is not in favor of sending out letters. He asked if Ms. Burke called DMS to express her concerns to no avail. Ms. Burke replied affirmatively. Mr. Roberts stated that he will not be able to make a decision tonight because he has not had a chance to review the information. Ms. Burke stated that he can advise District Counsel whether he agrees or disagrees with the letter within a reasonable amount of time so they can allow DMS to have 30 days should that be the direction they go. Mr. Altman stated that the Board can approve sending the letter to DMS and DMS will provide an update at the next meeting on the issues. Mr. Roberts stated that he will second the motion but only because Mr. Altman did not object to the letter. He stated that it is against his better judgment because he hasn't had a chance to review it. Ms. Burke stated that given that DMS is willing to accept the letter the motion can be withdrawn and the letter can be considered delivered.
RESULT:	Motion withdrawn

Mr. Vericker stated that they have a proposed contract and the current contract. He asked if the information is for the Board to review or if Board action is required. Mr. Altman stated that it is for informational purposes and to allow the Board to review the contract prior to approving it at next month's meeting.

C. Matters Relating to Clubhouse
1. Review of Rental Policy (Tab 5)

Mr. Altman stated that they identified the additions to the policy and District Counsel has reviewed the revised policy. He reviewed the additions to the policy. Ms. Burke stated that the Board agrees with the Recreation Center policy as presented but would like to see similar language incorporated in the multi purpose field and court rules.

Discussion ensued regarding the rules relating to the collection of monies for attendance or consumption of goods or services at the event and the consequences of violating the rules. The Board changed rule #30 to reflect that "Violations of any of the above rules will result in the forfeiture of all of the security deposit" and add "that they can be assessed for any damages". Mr. Vericker stated that that he would like to add to the agreement "The applicant shall reimburse the District for the deposit to repair any damage caused at the facility by the applicant during the event held at the facilities". He stated that he would also like to add "The applicant shall pay the District all costs of attorney fees incurred on the interpretation or the enforcement of the agreement." Mr. Altman stated that they will revise the policy with the noted changes and bring it back before the Board at the next meeting. Ms. Burke requested that District Staff implement the policy and bring to the Board for ratification. Mr. Roberts suggested that they raise the security deposit to \$250. The Board conceded to the recommendation. It was stated that they will need to notice a public hearing if they are going to change any rates.

MOTION TO:	Set a public hearing to change the Clubhouse Rules and Rates to be held in conjunction with the Landowner's Election on November 25, 2008 at 6:30 p.m. at the Panther Trace Clubhouse located at 12515 Bramfield Avenue, Riverview, FL 33569.
MADE BY:	Supervisor Roberts
SECONDED BY:	Supervisor Trask
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

2. Revised Rental Agreement (Tab 6)

This item will be discussed at the public hearing set for November 25, 2008.

D. Review of Fiscal Year 2007 Financial Audit Report

MOTION TO:	Accept the Fiscal Year 2007 Financial Audit.
MADE BY:	Supervisor Trask
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

E. General Matters of the District

No further matters were presented.

7. STAFF REPORTS

A. District Counsel

No report.

B. District Engineer

Not present.

C. District Manager

1. Financial Statements, Month Ended July 31, 2008 (Tab 8)

2. Operation Manager Report (Tab 9)

Mr. Altman reviewed the Operation Manager Report for the Board.

3. Recreation Facility Manager Report (Tab 10)

Ms. Vitale reviewed the Recreation Facility Manager Report for the Board.

Ms. Vitale reviewed two occurrences at the clubhouse where the rental policies were violated. Ms. Burke recommended that letters be sent to the violators letting them know their deposits will be retained and the Turner family will not be permitted to rent the clubhouse or any other facility until they come before the Board and ensure them that they will be able to control their guests in the future.

Ms. Burke stated that the CDD has certain things they are able to do that are not available to the general public to do. She stated that entertainment for a fall festival falls within those boundaries. Discussion ensued allowing the CDD to have ponies and a petting zoo at the fall festival.

MOTION TO:	Allow the CDD sponsored and sanctioned Fall Festival to have ponies and petting zoo.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Trask
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/1 - Motion passed (Supervisor Roberts opposed)

8. ADJOURNMENT

MOTION TO:	Adjourn the regular Panther Trace Community Development District meeting at 10:08 p.m.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Roberts
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

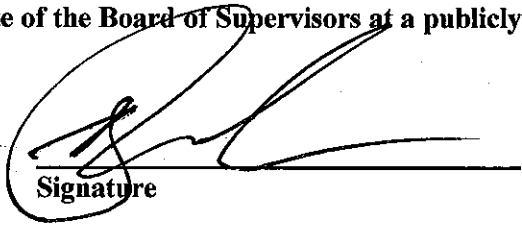
**These minutes were done in summary format.*

** Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on OCTOBER 28, 2008



Signature



Signature

Printed Name

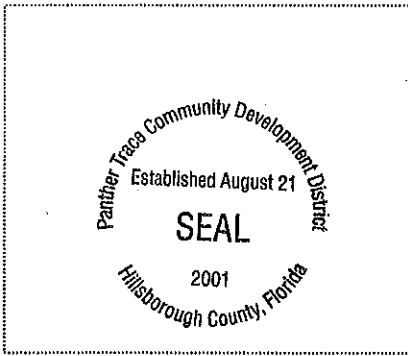
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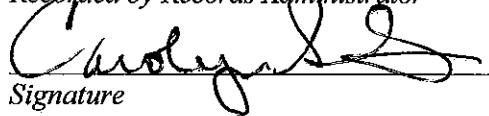
- Chairman
- Vice Chairman

Title:

- Secretary
- Assistant Secretary



Recorded by Records Administrator



Signature

11.20.08

Date