

MINUTES OF THE MEETING OF THE  
PINELLAS PLANNING COUNCIL  
September 16, 2009

The Pinellas Planning Council (PPC) met in regular session in the County Commission Assembly Room, Pinellas County Courthouse, 315 Court Street, Clearwater, Florida, at 1:04 P.M. with the following members present:

Beverley Billiris, Chairman, City of Tarpon Springs Mayor  
Jerry Knight, Vice-Chairman, Town of North Redington Beach Vice-Mayor  
John Morroni, Treasurer, County Commissioner  
Nina Bandoni, City of Safety Harbor Vice-Mayor  
Sandra L. Bradbury, City of Pinellas Park Councilmember  
John Doran, City of Clearwater Councilmember  
Jim Kennedy, City of St. Petersburg Councilmember  
Linda S. Lerner, School Board Member  
Stephanie Oddo, Town of Belleair Commissioner  
Jim Ronecker, City of Oldsmar Mayor  
Patricia J. Shontz, City of Madeira Beach Mayor

Late Arrival:

Patricia Gerard, Secretary, City of Largo Mayor

Not Present:

David Carson, City of Dunedin Commissioner

Also Present:

David P. Healey, Executive Director, PPC  
Michael C. Crawford, PPC Staff  
Carolyn Shoemaker, PPC Staff  
Jewel White Cole, Managing Assistant County Attorney  
Other interested individuals  
Arlene J. Kennare, Deputy Clerk

AGENDA

- I. CALL TO ORDER
  - A. Invocation and Pledge
  - B. Identification of Members Present
  
- II. CONSENT AGENDA
  - A. Minutes of July 6 and July 15, 2009 Meetings

- B. Financial Statements for July and August 2009
  - C. Countywide Planning Authority (CPA) Actions – August 2009
  - D. Annexation Reports – July and August 2009
  - E. Preliminary October 2009 Agenda
  - F. Correspondence
- III. PUBLIC HEARING – To begin at 1:00 P.M. or as soon thereafter as agenda permits
- A. Public Hearing Format Announcement and Oath
  - B. Proposed Amendments to the Countywide Future Land Use Plan
    - Group 1: Subthreshold Amendments – None
    - Group 2: Regular Amendments – None
- IV. REPORTS/OTHER ACTION
- A. Transit-Related Items
    - 1. Tampa Bay Area Regional Transit Authority (TBARTA) Update
    - 2. Livable Communities Report
    - 3. Transit Workshop Follow-Up
  - B. Scenic/Noncommercial Corridor Pilot Study – Acceptance and Follow-Up
  - C. Proposed Amendment to the Countywide Rules Re: Density/Intensity Averaging
- V. EXECUTIVE DIRECTOR ITEMS
- A. Determinations of Consistency – Belleair Bluffs, Belleair Shore, Indian Rocks Beach, and Indian Shores
  - B. Renewal of the Interlocal Agreement between the Property Appraiser’s Office and the Pinellas Planning Council
  - C. Council Resolutions No. 09-1 and 09-2 – Follow-Up
  - D. Interlocal Service Area Boundary Agreement Process Update
  - E. Revised Planners Advisory Committee (PAC) Format
  - F. Verbal Reports
- VI. OTHER COUNCIL BUSINESS
- A. Chairman/Member Items
    - 1. Procedure for Executive Director Review
- VII. ADJOURNMENT

CALL TO ORDER

Chairman Billiris called the meeting to order at 1:04 P.M.

INVOCATION AND PLEDGE

The Invocation was given by Mayor Shontz, following which she led the Pledge of Allegiance to the Flag.

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At this time, 1:05 P.M., Mayor Gerard entered the meeting.

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IDENTIFICATION OF MEMBERS PRESENT

At the request of Chairman Billiris, a roll call was taken in which the members introduced themselves.

CONSENT AGENDA – APPROVED

Chairman Billiris presented the Consent Agenda items and indicated that there was a scrivener’s error in the minutes of July 6, 2009 distributed with the member’s packets, which has been corrected.

- A. Minutes of July 6 and July 15, 2009 Meetings
- B. Financial Statements for July and August 2009
- C. Countywide Planning Authority (CPA) Actions – August 2009
- D. Annexation Reports – July and August 2009
- E. Preliminary October 2009 Agenda
- F. Correspondence

Councilmember Doran moved, seconded by Vice-Mayor Knight and carried, that the Consent Agenda items be approved including the revision to the July 6, 2009 minutes (Vote 12 – 0).

PUBLIC HEARINGS - NONE

Chairman Billiris stated that there are no public hearing items for consideration.

REPORTS AND OTHER ACTION

- A. Transit Related Items

Mr. Healey indicated that the transit presentations have been put together as a follow-up to previous discussions and the process that is underway in the county; that the

TBARTA representative has not yet arrived; and that, deviating from the agenda, Item A. 2. Livable Communities will be presented at this time.

2. Livable Communities Report – Received/Discussed

Planning Section Manager Al Bartolotta conducted a PowerPoint presentation titled *Pinellas County Metropolitan Planning Organization Livable Communities Initiative*, a copy of which has been filed and made a part of the record; and related that during the 2002 Metropolitan Planning Organization (MPO) review of the transportation and impact fee ordinance, amendments were put in place permitting developers to implement improvements such as bike trails, sidewalks, and bus shelters in lieu of paying a portion of the impact fee assessment; and that this led to the approval of a project which would encompass a comprehensive plan model and a model land development code. He provided the definition of *livable community*, and related that transportation and land use strategies are used to create communities with a better quality of life for residents. He explained the concepts of density, design, diversity, and destinations; and indicated that the comprehensive plan model included the following six objectives:

- ✓ Objective 1: Create livable streets that are designed and oriented towards a multimodal transportation system.
- ✓ Objective 2: Design and provide safe, attractive, convenient, and comfortable transit stops.
- ✓ Objective 3: Parking lots and driveways should be designed to support pedestrian safety, connections, and comfort by reducing the number of curb cuts and providing interconnectivity between and through sites.
- ✓ Objective 4: Support efforts to create, recreate, and sustain areas of mixed-use development at appropriate locations.
- ✓ Objective 5: Promote high quality design standards that support the community's image and contribute to its identity and unique sense of place.
- ✓ Objective 6: Increase workforce housing opportunities, particularly within proximity to places of employment and transit facilities.

Referring to the PowerPoint presentation, Mr. Bartolotta related that the model land development code is intended to provide a toolbox for local governments seeking to maintain the livability of an area or to change it to a more desirable urban form; and that it contains three parts: district and development standards, design standards, and optional standards; whereupon, he provided photographs and detailed information with respect to floor area ratio, units per acre, build to line, and sidewalk width in each type of district. He related that the model code addresses site design by encouraging placement of buildings closer to the

street with parking in the rear or on the side, bus stops in adjacent rights of way, orienting garages toward alleys or side streets, and the inclusion of architectural features; and that developers can satisfy concurrency requirements by meeting optional standards which would improve transit issues.

Mr. Bartolotta stated that many of the cities have implemented policies that either mirror or are similar to this initiative; that other cities are interested in moving in this direction; and that the County has received grant money through the Stimulus Act to support its efforts to revise its Land Development Code to include these livable community standards and standards which focus on reducing greenhouse gas emissions.

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Mr. Healey noted that the TBARTA representative has arrived; and that Item A.1. will be presented at this time.

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1. TBARTA Update – Received/Discussed

Referring to a PowerPoint presentation titled *A Connected Region for Our Future, Tampa Bay Area Regional Transportation Authority Regional Transportation Master Plan*, a copy of which has been filed and made a part of the record, TBARTA Land Use Coordinator Jennifer Willman provided an overview of TBARTA; described its purpose and mission; and indicated that TBARTA is striving for a competitive advantage over other cities and regions across the country by developing a world class multimodal transportation system throughout the seven-county region from Citrus to Sarasota Counties.

Ms. Willman related that a Land Use Working Group was formed to assist with a master plan process; that in creating the master plan, it was important to look at land in connection with transportation to ensure that transportation and land use reinforce each other; and that the goals for the working group include the creation of a common language for transportation and land use planners and the understanding of other regional efforts. She related that the group was formed by engaging the planning councils in the TBARTA region; and that many types of planners are working in this group.

Ms. Willman related that the Land Use Working Group plans to review corridor studies for prioritized projects and start holding station area planning meetings; that currently the working group is analyzing the overall master plan; and that this analysis involves the description of the service corridor, determines how much it will cost to build that piece of transit, and then compares it with other corridors in that group. She indicated that once these profiles are

reviewed, they will be presented to the TBARTA Board; that the Board will determine which projects will be studied in more detail; and that priorities will be identified through coordination with and gathering comments from TBARTA committees, the MPO, and staff directors.

Responding to queries by School Board Member Lerner and Councilmember Doran, Ms. Willman related that the TBARTA Board visited Charlotte, Denver, and Dallas to see their transit systems; that the primary source of funding for other transit systems across the country is a sales tax; and that the Board has been investigating other funding opportunities, including federal funding, special tax assessment districts, and public/private partnerships.

Mr. Healey related that TBARTA has created an excellent forum to develop ideas and a process to deal with the land use component; that Pinellas County should be a part of that forum in order to address the issues from a countywide perspective, while laying the groundwork for what each community may choose to do; and that the PPC has been and will continue to be an important part of that dialogue.

3. Transit Workshop Follow-Up – Received/Discussed

Referring to the summary of the August 10, 2009 meeting of the Pinellas County Transit Workshop Group provided in the members' packets, Mr. Healey indicated that City of St. Petersburg Council Chair Jeff Danner is in attendance to update the Council on actions taken since that meeting; whereupon, Mr. Danner related that following the workshop, he met with Pinellas County Planning Director Brian Smith, Pinellas Suncoast Transit Authority (PSTA) Executive Director Timothy Garling, and TBARTA Executive Director Robert "Bob" Clifford who indicated that they were confident the priority corridor had been identified and that the alternative analysis study should move forward.

Mr. Danner indicated that the alternative analysis will identify the locally preferred alternative routes and the best technology for those routes; that the basic route will be Clearwater to St. Petersburg via the Gateway area, over the Howard Frankland Bridge with a regional connection to Tampa high speed rail and, ultimately, with a connection to the mega-region in Orlando; and that every detail will be determined, including environmental impacts. He related that the three entities have begun to work strategically on joint planning; that the PSTA has directed its staff to formulate a funding plan; that the alternative analysis will take 18 months to two years at a cost of approximately \$4 million; and that when it is complete, the plan will be submitted to the federal government for purposes of receiving funding; that Pinellas County will be the first to identify its corridor and have the financial wherewithal to fund the project; and that the project profile will be presented to the TBARTA Board in October.

Mr. Danner stated that there will be a joint Hillsborough-Pinellas MPO meeting this month; and that during a meeting of the Pinellas Mobility Initiative, a member of the

Hillsborough County MPO indicated that he will encourage the Hillsborough County MPO to include the connection to the Howard Frankland Bridge and the Marriott intermodal facility in the first phase of its plan.

Referring to the CSX rail line, Mr. Danner related that much of the land adjacent to the rail line is taken up with vacant warehouses; that few people live along the line; that there are virtually no jobs in those locations; that little potential for ridership exists; and that opportunity for federal funding will depend on changing the land use and redeveloping those locations; whereupon, Councilmember Bradbury noted that not all of the warehouses along the CSX rail line in Pinellas Park are vacant; and Mr. Danner indicated that he was referring to the entire length of the rail line.

Responding to query by Vice-Mayor Knight, Mr. Danner indicated that the meeting of the Pinellas County Transit Workshop Group had narrowed the focus of both the PSTA transit development plan and the long range transit plan in the MPO; and Mr. Healey commented that the meeting was the catalyst for the activity which occurred in the last month.

B. Scenic/Noncommercial Corridor Pilot Study – Accepted as Revised/Recommended Transmittal to the Countywide Planning Authority for Receipt and Acceptance

Mr. Healey related that the Scenic/Noncommercial Corridor Pilot Study had been received but not accepted by the Council at its July meeting, pending a request by PAC to conduct a further review of the study; that PAC has completed its review; and that neither the PAC Chair nor the Vice-Chair were available to attend today's meeting, but individual local government representatives are in attendance and prepared to provide comment; whereupon, he stated that draft minutes and the agenda memorandum had been provided to the PAC Chair and Vice-Chair; and that they have indicated that these documents accurately reflect PAC's input.

Mr. Healey indicated that the purpose of the study was to point out what is lacking in the current Rules with respect to providing sufficient guidance to decision-makers to use when reviewing Plan Map Amendments; and recommended that the study document be accepted with PAC's changes as revised by staff.

Mr. Crawford conducted a PowerPoint presentation titled *Scenic/Noncommercial Corridor Amendments, Pinellas County, Florida*, a copy of which has been filed and made a part of the record, and stated that of the 77 amendments completed by the Council since the last time the Rules were amended to include Scenic/Noncommercial Corridor information in 1996, 47 related to residential corridors and subclassified roadways; and that of those 47 amendments, 23 were exceptions to the rule, 19 were consistent with the rule, and five were changed to mixed use. He indicated that of the 23 exceptions, 13 either remain vacant or are yet to be redeveloped;

that consistent with the study's conclusions, the Residential/Office Limited category was most often approved; and that the Residential/Office category has been suggested for use in the new "Transitional" subclassification as recommended in the study.

Mr. Crawford stated that the majority of the amendments applied to locations with older designs where the widening of the roadway had not been anticipated; that the newer designs with low density residential and internal access and orientation have not required amendments; and that amendments are often seen after modification of a roadway where it or a nearby area has been intensified; whereupon, he provided examples of both successful and unsuccessful redevelopment projects. He indicated that the study recommends that scenic, land use and traffic operational characteristic criteria be provided during the plan amendment process to aid municipalities in making decisions as to whether or not a particular parcel is adequate or appropriate to be redeveloped as a more intense nonresidential use; that creating a set of guidelines for municipalities to use in developing or modifying local codes to meet these criteria has been recommended; and that staff's recommendation is that the Council accept the study with PAC changes as revised.

Following discussion and referring to page two of the agenda memorandum, Mr. Healey summarized the recommendations as presented by PAC and provided staff's responses, as follows:

- ✓ Recommendation 1: Concurs with PAC.
- ✓ Recommendation 2: Modifies PAC language for clarification.
- ✓ Recommendation 3: Differs from PAC, which believes the provision should be deleted.
- ✓ Recommendation 4: Differs from PAC in that staff believes the model should be used in evaluating proposed Countywide Map amendments.
- ✓ Recommendation 5: Concurs with PAC.

Mr. Healey related that the issues for discussion are whether it is appropriate to add criteria to the Rules which would provide additional information and tools for the review of map amendments, and whether newly created model local regulations can be utilized in some manner in the course of the process; whereupon, he indicated that if the Council agrees with PAC that there should be no new criteria, it is staff's recommendation that the "Transitional" subclassification called for by the study and included in the PAC recommendations should not be added.

Commissioner Morroni moved, seconded by Commissioner Oddo, that PAC's recommendations 1, 2, and 5 be accepted. Mr. Healey stated that staff does not concur with the acceptance of those recommendations if no agreement is reached with respect to

recommendation 3; whereupon, Commissioner Morroni withdrew his motion; and Commissioner Oddo concurred.

Discussion ensued wherein Vice-Mayor Knight stated that recommendations 1, 2, and 5 cannot exist without items 3 and 4 being resolved. He acknowledged that there is a great deal of sensitivity within local governments when it appears that their “home rule” prerogatives are being imposed upon, but stated that he sees nothing in the study which indicates that local governments will be required to adopt additional guidelines. Mr. Healey stated that there is no intention to interfere with local land development site plan review standards, only to provide more generic criteria at the countywide level to better evaluate the potential for a proposed amendment to meet the objectives of the scenic corridor.

Responding to comments by School Board Member Lerner, Mr. Healey confirmed that local governments are concerned that a model developed only to provide guidance could become more restrictive and prohibitive in the future; whereupon, Chairman Billiris noted that the Council would be the ultimate decision maker. In response to queries by Councilmember Doran, Mr. Healey indicated that the Council would not be approving criteria today; that criteria will be adopted at some future date after a public hearing only if the Council chooses to do so; and that staff is seeking direction as to whether it should develop the model and criteria for the Council to consider; whereupon, Councilmember Kennedy provided additional comment and queried as to whether a model should be developed if it is not intended for evaluation purposes.

Vice-Mayor Knight moved, seconded by Mayor Shontz, that staff’s recommendation be approved and that the Scenic/Noncommercial Corridor Pilot Study be transmitted to the CPA for receipt and acceptance; whereupon, Commissioner Morroni noted that Councilmember Kennedy had requested to hear comments by representatives of the City of St. Petersburg and the County.

Pinellas County Planning Department Division Manager Gordon R. Beardslee provided background information relative to the development of the Scenic/Noncommercial Corridor Plan and Rules. He indicated that the Rules were written to distinguish between what would be appropriate under the countywide process versus what would be the responsibility of local government in implementing and following through on the recommendations within the Scenic/Noncommercial Corridor Master Plan; and that the Rules would determine countywide land use considerations and issues, and local governments would be responsible for the scenic design, traffic management, and traffic corridor considerations.

Mr. Beardslee related that the County supports PAC recommendations 1, 2, 5 and part of 4; and provided the County’s rationale in its opposition to recommendation 3. He

indicated that detailed criteria dealing with proposed Plan Amendments along Scenic/Noncommercial Corridors already exist within the current Rules; and that historically the Council does not review map amendments at the site plan level once the plan amendment is approved; whereupon, he related that the County is beginning to update the Code; and that it intends to incorporate Livable Community components and criteria and review scenic characteristics and improved quality along scenic and other corridors in both the County and the unincorporated area.

Responding to queries by Vice-Mayor Knight, Mr. Beardslee indicated that additional criteria might be necessary for a new subclassification, but that there are specific criteria for evaluating map amendments in the Rules which would apply. Mr. Healey stated that the model described in the study only relates to the scenic corridor; and provided information with regard to specific objectives in the Rules and the current criteria used to evaluate them. Mr. Healey indicated that there is a disconnect between the very specific objectives in the Rules and the criteria by which they are evaluated; and that the language does not provide the tools to address the objectives. Discussion ensued wherein he noted that the PAC vote to approve the recommendations was not unanimous.

City of St. Petersburg Development Services Department Manager Richard W. MacAulay related that the City concurs with PAC recommendations; that it has concerns with regard to adding specific criteria to the Countywide Rules; and that it should be at the discretion and within the purview of the local governments to add specific criteria to the Land Development Regulations. Mr. MacAulay related that he concurs with the County's views as presented by Mr. Beardslee; that the City would like to see recommendation 3 eliminated; and that it is the City's view that the model land development regulations should not be used in evaluating Comprehensive Plan Amendments. Mr. MacAulay added that the City has no problem with the model and will use it as a guide when updating its own code.

During discussion, Vice-Mayor Knight pointed out that a lot of the communities are not represented on PAC; and that some communities have no planning staff and no wherewithal to get planning assistance except through the PPC.

Thereupon, Vice-Mayor Knight amended his motion, and the seconder concurred, to accept staff's recommendation with the exception of recommendation item 4, and to submit the Scenic/Noncommercial Corridor Pilot Study to the CPA for receipt and acceptance; and in response to query by the Chairman, with input by Mr. Healey, clarified that that the recommendation does not include the stricken words and does not include preparation of a model.

Upon call for the vote, the motion carried 9 to 3, with Commissioner Morroni, Councilmember Kennedy, and School Board Member Lerner casting the dissenting votes.

C. Proposed Amendments to the Countywide Rules Re: Density/Intensity Averaging – Continued to October PPC Meeting

Mr. Healey recommended that this item be continued to the meeting of October 21, 2009, to provide staff with the opportunity to revisit the amendment and bring it back to the Council in a form that is more easily understood.

Commissioner Morroni moved, seconded by Councilmember Doran and carried, that the proposed Amendments to the Countywide Rules regarding Density/Intensity Averaging be continued to the meeting of October 21, 2009 (Vote 12 – 0).

EXECUTIVE DIRECTOR ITEMS

A. Determination of Consistency – Belleair Bluffs, Belleair Shore, Indian Rocks Beach, and Indian Shores – Received/Discussed/Recommended Approval and Transmittal to the Countywide Planning Authority for Adoption of Resolutions

Mr. Healey indicated that the local governments of Belleair Bluffs, Belleair Shore, Indian Rocks Beach, and Indian Shores have adopted the amendments to their Comprehensive Plans and Land Development Regulations identified in the Consistency Report; that they are consistent with the Countywide Rules; and that it is appropriate to process Updated Determinations of Consistency for the four local governments by adopting the four resolutions; whereupon, he recommended that the Council approve the transmittal of the four Updated Determinations of Consistency to the CPA with the recommendation that the CPA adopt the resolutions approving each of the four Updated Determinations of Consistency.

Vice-Mayor Knight moved, seconded by Mayor Shontz and carried, that the proposed resolutions be approved and transmitted to the CPA for adoption (Vote 12–0).

Mr. Healey related that he and Program Planner Christopher Mettler are conducting presentations to the Commissions/Councils of communities that have received their determinations; whereupon, Chairman Billiris noted that PAC recommended approval by a vote of 8 to 0.

B. Renewal of the Interlocal Agreement between the Property Appraiser's Office and the Pinellas Planning Council – Approved/Authorized for Execution

Mr. Healey recommended approval of a Renewal of Interlocal Agreement with the Property Appraiser's Office for mapping services for the period from October 1, 2009 through September 30, 2010.

Commissioner Morroni moved, seconded by Councilmember Doran and carried, that the Renewal of the Interlocal Agreement be approved for execution as recommended by staff (Vote 12-0).

C. Council Resolutions No. 09-1 and 09-2 – Follow-Up – Received/Discussed/Provided Direction

Mr. Healey related that he met with each of the County Commissioners following the transmittal of the budget resolution and the accompanying resolution asking for a joint meeting to discuss the restructuring of the county planning function; that he met with the County Administrator who indicated that the Board will continue discussions on its strategic plan in October and November, and that it may be appropriate for the Board to first discuss this matter in that context. Mr. Healey stated that he is requesting feedback regarding the best way to proceed; and noted that there are three possible approaches to the issue:

- ✓ Joint meeting of the Board and the Council.
- ✓ Appointment of a subcommittee to sort through alternatives which would then be brought back to the full Board and Council.
- ✓ Initial identification of alternatives by staff for review and discussion by the respective board members.

Following discussion, Chairman Billiris indicated that it is the consensus of the members that a subcommittee be appointed; and Mr. Healey stated that staff will prepare a report with regard to the Council's goals and bring it to the members at the October 21, 2009 meeting; and that he will speak with the County Administrator to determine what the makeup of the subcommittee should be, noting that the BCC had no concerns with the Council's budget at the first public hearing.

D. Interlocal Service Area Boundary Agreement Process Update – Received/Discussed

Referring to the draft notes of the June 30, 2009 meeting of the Interlocal Service Boundary Agreement/Annexation Workgroup provided in the members' packets, Mr. Healey

reported that there are some key decisions which will be made in the near term; and that the next workgroup meeting will be held on September 30, 2009 at 2:00 P.M. in Largo.

E. Revised PAC Format – Received/Discussed/Provided Direction

Mr. Healey related that due to recent budget reductions, staff will no longer be able to support the current monthly PAC meetings; that he had been advised by counsel that the method proposed for “meeting” via the internet does not meet the Sunshine Law requirements; and that he is requesting guidance from the Council regarding the continuance of PAC as an advisory board to the Council and recommendations as to what options may be viable.

Attorney Cole stated that this item is similar to one recently proposed for an advisory board at the County level; that the use of electronic reader boards and other emerging technology has been investigated; that although the Attorney General has not issued a formal opinion on the matter, he has indicated that this is not a preferred method of communication and would very likely violate the Sunshine Law; and that she and Mr. Healey intend to discuss some PAC format alternatives and bring them back to the Council for review.

Discussion ensued wherein Chairman Billiris suggested that PAC should rotate the responsibility for meeting venue and preparation of the minutes among the cities; and the members concurred. In response to queries by Vice-Mayor Knight and Chairman Billiris, Ms. Cole related that any Sunshine body can be polled by an intermediary with the intent of gathering information as long as there is no exchange of opinion by the members through that intermediary; and provided additional information regarding methods for PAC information to be disseminated to the Council. She related that since the Attorney General does not sanction the use of emergent technologies, the County has been hesitant to move in that direction; whereupon, Mr. Healey suggested that he and Ms. Cole meet with the Chairman of PAC to discuss the issue and bring recommendations back to the Council at its October meeting, and no objections were noted.

F. Verbal Reports - None

OTHER COUNCIL BUSINESS

A. Chairman/Member Items

1. Procedure for Executive Director Review – Established Process and Timetable

Chairman Billiris indicated that each member has received a packet of materials to be used in preparing Mr. Healey’s performance review; and requested that members return the completed forms as soon as possible. Following discussion, Mr. Healey suggested that the

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Executive Committee hold its meeting during the first or second week in October and hold a brief meeting after adjournment to schedule a convenient time for that meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:43 P.M.

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Chairman