# Lee County Board of County Commissioners Agenda Item Summary Blue Sheet No. 20021496 Prove the acquisition of Parcel 109-B by accepting a Perpetual Easement and a

#### 1. REQUESTED MOTION:

<u>ACTION REQUESTED</u>: Approve the acquisition of Parcel 109-B by accepting a Perpetual Easement and a Construction Agreement for the Cypress Lake Drive Widening, Project No. 4064; pay necessary costs and fees to close; authorize the Division of County Lands to handle and accept all documentation necessary to complete this transaction.

<u>WHY ACTION IS NECESSARY</u>: All real estate acquisitions must be approved by the Board of County Commissioners pursuant to Florida Statute.

**WHAT ACTION ACCOMPLISHES:** Acquires the easements during the voluntary phase of the project, thereby the Board avoids the need to exercise its power of Eminent Domain at a future date.

4. AGENDA:  S. REQUIREMENT/PURPOSE:  (Specify)  ADMINISTRATIVE  APPEALS  PUBLIC  PUBLIC  WALK ON  TIME REQUIRED:  5. REQUIREMENT/PURPOSE:  (Specify)  X STATUTE 73,125  A. COMMISSIONER  B. DEPARTMENT Independent  C. DIVISION County Lands  EXECUTE OF INFORMATION  (Specify)  A. COMMISSIONER  B. DEPARTMENT Independent  C. DIVISION County Lands  EXECUTE OF INFORMATION  A. COMMISSIONER  B. DEPARTMENT INDEPENDENT  BY: Karen L. W. Forsyth, Director	2. <u>DEPARTMENTAL CATE</u> COMMISSION DISTRICT		3. <u>MEETING DATE</u> : 03-//-2003
	X CONSENT ADMINISTRATIVE APPEALS PUBLIC WALK ON	(Specify)  X STATUTE 73,125  ORDINANCE ADMIN.	A. COMMISSIONER B. DEPARTMENT Independent C. DIVISION County Lands

7. BACKGROUND: Cypress Lake Drive Widening, Project No. 4064, will improve Cypress Lake Drive, from near Summerlin Road to Cypress Trace near US 41 in South Fort Myers, to an urban arterial with six lanes, raised median, landscaping, sidewalks, utilities, and a traffic signal at Cypress Lake Drive, Reflection Lakes Parkway and Pebble Beach Drive. The four major property owners at this intersection have contributed a total of \$85,000 towards the construction cost of the signal and donated the necessary easements for the signal equipment.

This property is a portion of Tracts "D" and "B-5" Reflections Lakes subdivision, adjacent to a paved private street known as Reflection Lakes Parkway where it intersects with Cypress Lake Drive. The parcel consists of approximately 770 square feet of the Reflection Lakes Master Association's common area known as STRAP # 26-45-24-06-000B1.00CE. This acquisition consists of a Construction Agreement to remove existing curb, gutter and sidewalk within the easement area and to construct and connect new curb, gutter and sidewalk to that existing prior to construction outside the easement area and a Grant of Perpetual Traffic Signal Easement at the intersection of Reflection Lakes Parkway, Lake Breeze Drive and Cypress Lake Drive, Fort Myers, Florida.

The owner, Reflection Lakes Master Association, Inc., a Florida non-profit corporation, has agreed to donate a Perpetual Easement and to enter into a Construction Agreement for the subject parcel. Lee County will be required to pay customary title examination, search and closing fees, title insurance, documentary stamps, and recording fees totaling approximately \$600.

Staff recommends the Board approve the requested motion.

Funds are available in Account No. 20406418804.506110

204064 - Cypress Lake Drive Widening

18804 - Road Impact Fees - S.M./San Carlos

506110 - Purchase of Land & Related Costs

ATTACHMENTS:

Construction Agreement Traffic Signal Easement

Updated In-House Title Search

8.	MANA	GEMENT	<b>RECOMMENDATIONS:</b>

-		9.	RECO	MMENDED /	APPROVA	<b>L</b> :	
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This instrument prepared by: Lee County County Lands Post Office Box 398 Fort Myers, Florida 33902-0398

Parcel: 109 B

Project: Cypress Lake Drive Widening,

Project No. 4064

STRAP No.: 26-45-24-06-000B1.00CE

This Space for Recording

#### CONSTRUCTION AGREEMENT

The OWNER covenant that it is lawfully seized and possessed of Tract B-5 and Tract D Reflection Lakes, a subdivision in Section 23, Township 45 South, Range 24 East, as recorded in Plat Book 64, Page 53, Public Records of Lee County, Florida and more particularly described in Exhibit "A" and has the power to enter into this agreement and grant the County an interest in such lands.

The OWNER and the COUNTY in the interest of the public health, welfare, and safety desires to install traffic signals and improve the intersection of Reflection Lakes Boulevard, a privately maintained roadway and Cypress Lake Drive a public roadway.

The OWNER, in consideration of the benefits derived from the project, waives the right of any compensation from the COUNTY and does hereby grant unto the COUNTY, its employees, consulting engineers, invitees, contractors and other representatives' vehicles and equipment, permission to enter upon the following described lands, as described in Exhibit "A" and that portion of Tract B-5 and Tract D as shown on Exhibit "B", for the purpose of ingress and egress to construct the Cypress Lake Drive Widening, Project No. 4064. The COUNTY, in accordance with the Plan and Profile attached as Exhibit "B", has the right, privilege, and authority to remove the existing curb, gutter,

Construction Agreement

Project: Cypress Lake Drive Widening, Project No. 4064

Page 2

sidewalk, and a portion of the private roadway median known as Reflection Lakes Boulevard, along with the authority to construct a new sidewalk/ bikepath and type "F" curb and Gutter on Exhibit "A"; and to connect all new construction to the curbs, gutters and sidewalk existing prior to construction outside of the Exhibit "A" parcel and as shown on Exhibit "B".

THE construction period is expected to last for approximately  $\underline{15}$   $\underline{months}$  commencing on or before  $\underline{April\ 1,\ 2003}$ . All rights granted to the shall survive the completion of the work contemplated by this Agreement.

Title to the improvements constructed hereunder will remain in the OWNER, OWNER's successors, appointees, and/or assigns. By acceptance of this Agreement, COUNTY assumes no responsibility for ownership or maintenance of any of the private roadway, including sidewalks/bikepath, curbs and gutters, of the Reflection Lakes Boulevard or Common Area of Reflection Lakes subdivision.

COUNTY, during construction of the project, will be liable for money damages in tort for any injury to or loss of property, personal injury, or death caused by the negligent or wrongful act(s) or omission(s) of any official or employee of the County while acting within the scope of the official's or employee's office or employment under circumstances in which a private person would be found liable in accordance with the general laws of the State of Florida, and subject to the limitations as set out in Section 768.28, Florida Statutes, as it may be revised, amended or renumbered from time to time.

COUNTY is hereby granted a reasonable right of access across OWNER's property for the purposes of connecting new curb, gutter, and sidewalk/bikepath to existing facilities and reaching property described in Exhibit "A" on either paved or unpaved surfaces. Any damage to OWNER's property or permitted improvements thereon as the result of such access to Exhibit "A" or the construction referred to in this agreement will be restored, to the extent reasonably practicable, by the COUNTY to the condition in which it existed prior to the damage. The completed

Construction Agreement

Project: Cypress Lake Drive Widening, Project No. 4064

work includes, but not limited to, restoring or replacing sod, mailboxes, driveways, sprinkler systems, and landscaping. COUNTY agrees to coordinate each activity contemplated within this agreement in advance with the manager of the U.S. Postal Service, so as not to interfere with Postal Service operations.

This Agreement shall be binding upon the parties hereto, their successors in interest and any assigns.

IN WITNESS WHEREOF, Reflection Lakes Master Association, Inc., a Florida non-profit corporation, has caused this document to be signed on the date and year first above written.

TWO SEPARATE WITNESSES:	REFLECTION LAKES MAS	TER ASSOCIATION
	A Florida non-profi	t corporation.
Sand Randelt	By: 1766	1/2-12 %
1st Witness Signature	Name	Date
JANET R. ANDIER	David A. Cobb	
Printed Name of 1st Witness	Printed Name	
Cegnes Carecaco  2nd Witness Signature	Title: President,	Director
2nd Witness Signature		
Agnes CHRUSCI Printed Name of 2nd Witness	_ Corporate Seal:	
COUNTY OF		
SWORN TO AND SUBSCRIBED before me this subsc	of <u>Reflection Lakes Mast</u> (name of corporation acknown, on behalf of the corpo	er Association, wledged)
		ntion) /
as identification.	Wherity Key Be	
WENDY KEY-BUXTON MY COMMISSION # CC 883426 EXPIRES: January 24, 2004 Bonded Thru Notary Public Underwriters	(Signature of Notary Publ (Name typed, printed or s (Title or Rank) (Serial Number, if any)	

Construction Agreement

Project: Cypress Lake Drive Widening, Project No. 4064

ATTEST: Charlie Green, Clerk	ACCEPTED ON BEHALF OF THE BOARD OF COUNTY COMMISSIONERS LEE COUNTY, FLORIDA
By:	By:Chairman
	Date:
	Approved As to Form:
	Office of County Attorney

Project: Cypress Lake Drive Widening, Project No. 4064 Page 4

Construction Agreement

L:\CypressLD4064\Legal\109B Construction Agreement.wpd/FS 11/6/02

Exhibit "A"

Page \_\_\_of\_\_2

COUNTY PROJ. NO.

CN-97-01

COUNTY PROJ. NO. CN-97-01 (S.T.A. NO. 18) CYPRESS LAKE DRIVE LEE COUNTY DESCRIPTION

PARCEL 109B

PERPETUAL EASEMENT

Those portions of Tracts "D" and "B-5", Reflection Lakes, a subdivision in Section 23, Township 45 South, Range 24 East, as per plat thereof recorded in Plat Book 64, Page 53, Public Records of Lee County, Florida.

Being more particularly described as follows:

COMMENCE at the northwest corner of said Tract "D"; said point lying S 00°51'22" E, a distance of 50.00 feet from survey base line station 136+69.93 of Cypress Lake Drive (per Lee County Project Number CN-97-01, Contract Number III, Supplemental Task Authorization Number IB); thence along the west line of said Tract "D", S 00°51'22" E, a distance of 15.00 feet; thence N 89°08'38" E, a distance of 100.00 feet to the POINT OF BEGINNING; thence S 00°51'22" E, a distance of 39.63 feet to a point lying on the west line of said Tract "B-5"; thence departing said west line, N 43°33'36" E, a distance of 55.49 feet to the south line of said Tract "G"; thence along said south line and the prolongation thereof, S 89°08'38" W, a distance of 38.83 feet to the POINT OF BEGINNING.

Sald lands containing 770 square feet, more or less.

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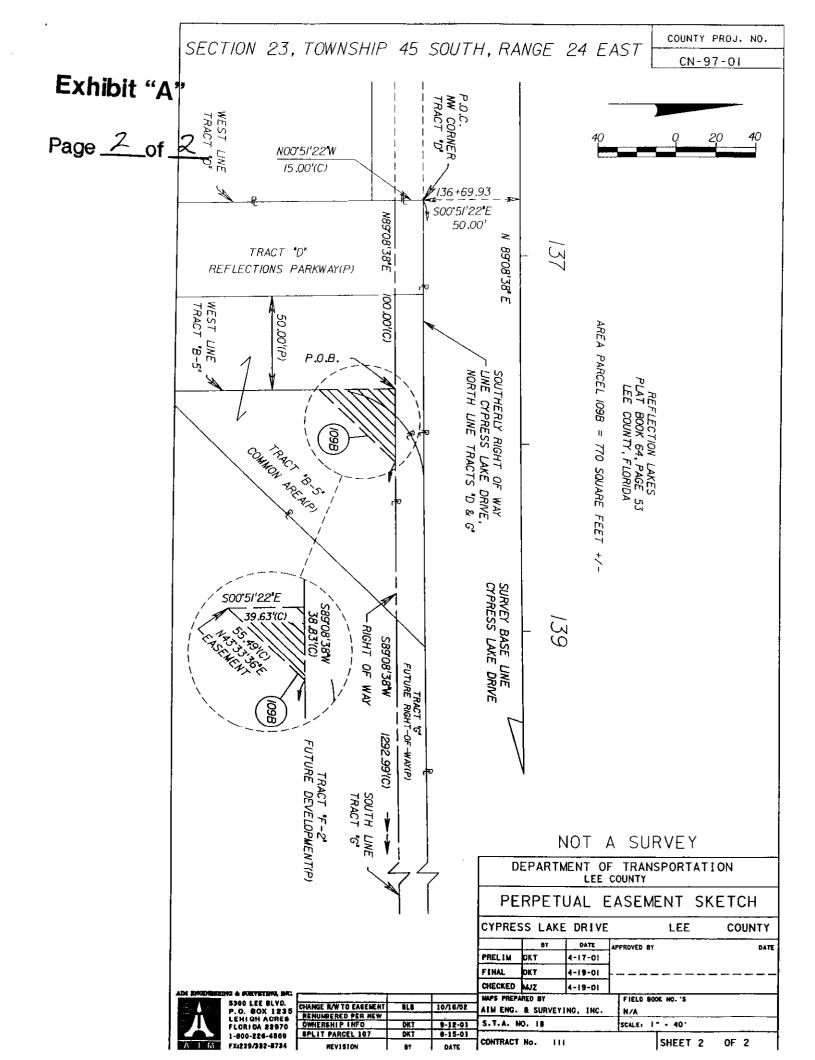
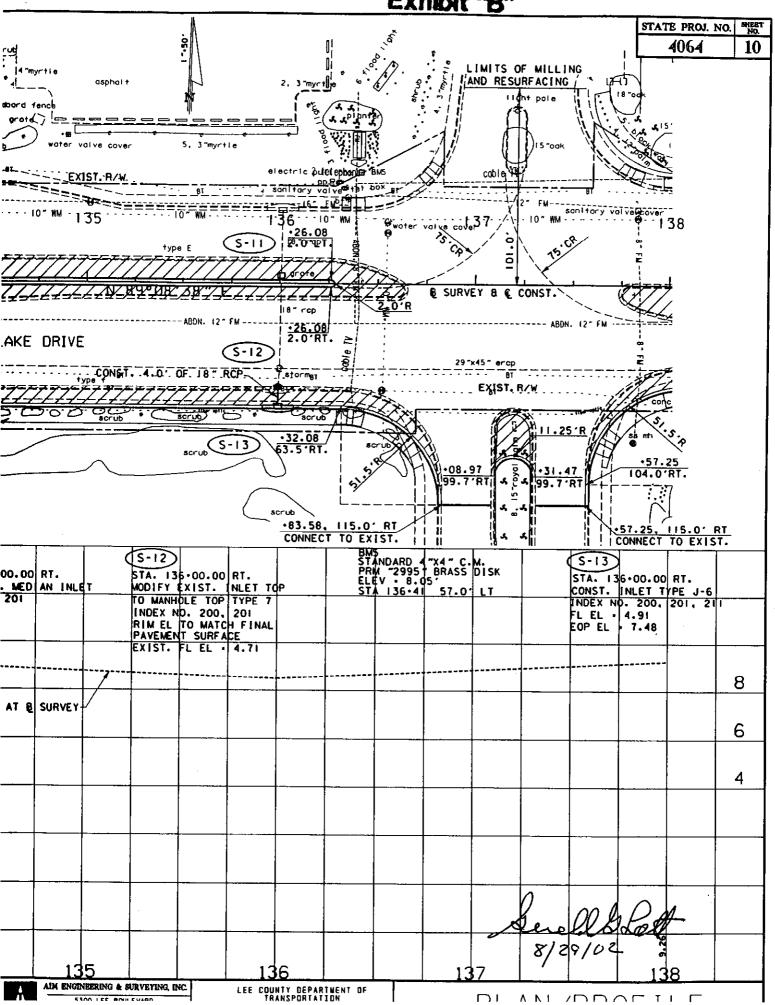


Exhibit "B"



This instrument prepared by:
Lee County
County Lands
Post Office Box 398
Fort Myers, Florida 33902-0398

Parcel: 109B

Project: Cypress Lake Drive - 4064

Legal 106E, Signal Easement

STRAP No.: 26-45-24-06-000B1.00CE

ORIGINAL DOCUMENTS RETAINED IN COUNTY LANDS FILES FOR HANDLING UPON BOARD ACCEPTANCE

# GRANT OF PERPETUAL TRAFFIC SIGNAL EASEMENT

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	This	INDENT	URE,	made	and	entered	into	this _	12	(	day of
$\_D$	ec.	, 20	02,	betwee	en REF	LECTION	LAKES	MASTER	ASSOCI	ATION,	INC.,
						n, Owner					
Stre	et, Su	uite 30	0, Bo	ca Rat	on, F	lorida 3	3432 h	ereinaf	ter "G	rantor'	", and
LEE	COUNTY	, a pol	itica	l subd	ivisi	on of the	e State	of Flo	rida, w	hose a	ddress
is	Post (	Office	Box	398,	Fort	Myers,	Florida	a 3390:	2-0398	herei	nafter
"Gra	ntee":										

#### WITNESSETH:

- 1. In consideration of the benefits to be derived from the project, Grantor waives the right to any compensation from the Grantee and hereby grants, donates, and transfers to the Grantee, its successors and assigns, the use of a perpetual public easement situated in Lee County, Florida, and located and described as set forth in Exhibit "A" attached.
- 2. Grantee, its successors, appointees and assigns, are granted ingress and egress and the right, privilege, and authority to construct, replace, renew, extend and maintain a public roadway traffic signal, signalization equipment including overhead signal pole, and appurtenances, to be located on, under, across, and through the easement which is located on the property described in Exhibit "A", with the additional right, privilege and authority to remove, replace, repair and enlarge said signal system within the easement.
- 3. The Grantor may not construct any structures within said easement, nor will any foliage be placed in said easement.
- 4. Title to the constructed improvements will remain in the Grantee, Grantee's successors, appointees and/or assigns.

Grant of Traffic Signal Easement
Project: Cypress Lake Drive Signal Easement NO. 4064
Page 2
REGINAL DOCUMENTS RETAINED IN
REGISTY ANDS FILES FOR HANDLING

- 5. Subject to any existing easements for public highways or roads, railroads, laterals, ditches, pipelines and electrical transmission or distribution lines and telephone and cable television lines covering the land herein described, Grantor covenant that they are lawfully seized and possessed of the described real property in Exhibit "A", have good and lawful right and power to sell and convey it, and that the property is free and clear of all liens and encumbrances, except as herein stated, and accordingly, Grantor will forever warrant and defend the title and terms to this said easement and the quiet possession thereof against all claims and demands of all other entities.
- 6. Grantor, its heirs, successors or assigns, will indemnify and hold the Grantee harmless for any consequential damages to any houses, fences, buildings, carports, garages, storage sheds or any other structures subsequently constructed by Grantor in violation of paragraph 3. Within the above easement, resulting from the required activities of the Grantee for any construction, maintenance or repairs to the signal system located within the above-described easement.
- 7. Grantee will have a reasonable right of access across Grantor's property for the purposes of reaching the described easement in Exhibit "A" on either paved or unpaved surfaces. Any damage to Grantor's property or permitted improvements resulting from use of the access to property described in Exhibit "A" or the Grant of Perpetual Traffic Signal Easement construction, maintenance, or repairs located within the easement will be restored to the extent reasonably practicable, by the Grantee, to the condition in which it existed prior to the damage. The completed work includes, but not be limited to, restoring or replacing sod, mailboxes, driveways, sprinkler systems, and landscaping. COUNTY agrees to coordinate each activity contemplated with the easement area in advance with the manager of the U.S. Postal Service, so as not to interfere with Postal Service operations.
- 8. GRANTEE will be liable for money damages in tort for any injury to or loss of property, personal injury, or death caused by the negligent or wrongful act(s) or omission(s) of any official or employee of the County while acting within the scope of the official's or employee's office or employment under circumstances in which a private person would be found to be liable in accordance with the general laws of the State of Florida, and subject to the limitations as set out in Section 768.28, Florida Statutes, as it may be revised, amended or

Grant of Traffic Signal Easement

Project: Cypress Lake Drive Signal Easement NO. 4064
ORIGINAL DOCUMENTS RETAINED IN Page 3

COUNTY LANDS FILES FOR HANDLING UPON BOARD ACCEPTANCE

renumbered from time to time.

THIS AGREEMENT is binding upon the parties, their successors and assigns.

IN WITNESS WHEREOF, REFLECTION LAKES MASTER ASSOCIATION, INC. A Florida non-profit corporation, OWNER, has caused this document to be signed on the date first

above written.		
TWO SEPARATE WITNESSES:	REFLECTION LAKES MASTE	•
Janet Randuk Ist Witness Signature	INC.A Florida non-profi By: Name	//2-12-02 Date
TANET R ANOTICK Printed name of 1st Witness  Carcuso  2nd Witness Signature	<u>David A. Cobb</u> Printed Name Title: President,	Director
Agnes CANCUSO Printed name of 2nd Witness	Corporate Seal:	
county of Lee )		
day of $\underline{Dec}$ , 2002, by $\underline{D}$	was acknowledged before me t www. A. Cobb me of officer or agent and t	
of Reflection Lakes Master Asso	oc. Inc., a Florida non-prof	it
corporation, on behalf of the o	corporation. He/she is perso	nally known
to me or who has produced		as
identification.		,
WENDY KEY-BUXTON MY COMMISSION # CC 883426 EXPIRES: January 24, 2004 Bonded Thru Notary Public Underwriters	(Signature of Notary Pú Wendy key - Bu (Name typed, printed or (Title or Rank) (Serial Number, if any)	Mn blig) Mon

COUNTY PROJ. NO.

ORIGINAL DOCUMENTS RETAINED IN

COUNTY PROJ. NO. CN-97-01 (S.T.A. NO. 18) CYPRESS NUAKE! BANDES LEEE L'COUNTYRDESSANTATIONG DPON BOARD ACCEPTANCE

PARCEL 109B

PERPETUAL EASEMENT

Those portions of Tracts "D" and "B-5", Reflection Lakes, a subdivision in Section 23, Township 45 South, Range 24 East, as per plat thereof recorded in Plat Book 64, Page 53, Public Records of Lee County, Florida.

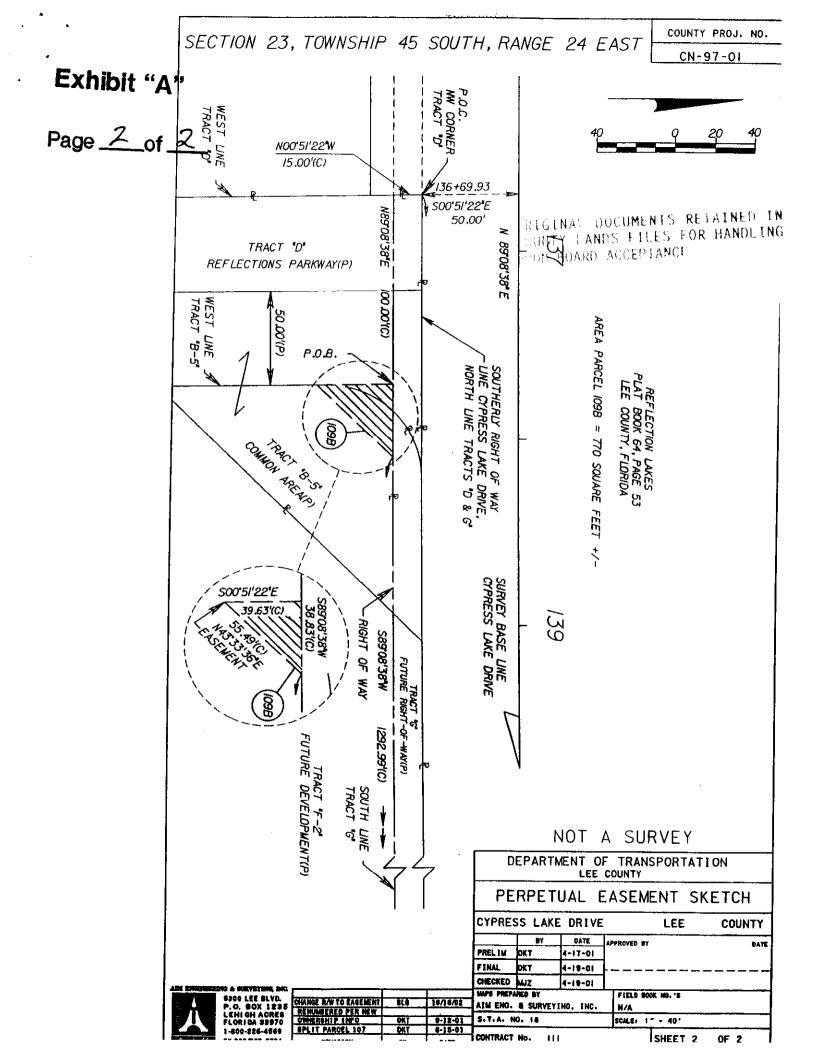
Being more particularly described as follows:

COMMENCE at the northwest corner of said Tract "D"; said point lying S 00'51'22" E, a distance of 50,00 feet from survey base line station i36+69,93 of Cypress Lake Drive (per Lee County Project Number CN-97-01, Contract Number III, Supplemental Task Authorization Number 18); thence along the west line of sold Tract "D", S 00"51"22" E, a distance of 15.00 feet; thence N 89'08'38" E, a distance of 100.00 feet to the POINT OF BEGINNING; thence S 00'51'22" E, a distance of 39.63 feet to a point lying on the west line of said Tract "B-5", thence departing said west line, N 43'33'36' E, a distance of 55.49 feet to the south line of said Tract G: thence along said south line and the prolongation thereof, S 89'08'38'W, a distance of 38.83 feet to the POINT OF BEGINNING.

Sald lands containing 770 square feet, more or less.

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# **Division of County Lands**

### 3<sup>rd</sup> Updated In House Title Search

Search No. 21905/D Date: January 7, 2003

Parcel: 109-B

Project: Cypress Lake Drive Widening, Project 4063

To:

Michael J. O'Hare, SR/WA

From:

**Property Acquisition Agent** 

Real Estate Title Examiner

STRAP:

26-45-24-06-000B1.00CE

An update has been requested of In House Title Search No. 21905/D which covers the period beginning January 1, 1940, at 8:00 a.m. and is now complete through December 16, 2002, at 5:00 p.m.

Subject Property: See attached Schedule "X"

Title to the subject property is vested in the following:

#### Reflection Lakes Master Association, Inc., a Florida non-profit corporation

by that certain instrument dated May 8, 2001, recorded May 25, 2001, in Official Record Book 3419. Page 4889, Public Records of Lee County, Florida.

#### Subject to:

- 1. Title to oil, gas and mineral rights and leases on subject property is specifically omitted from this report.
- 2. Non-exclusive perpetual easement granted to Cypress Lake Corporation for purposes of allowing grantee to utilize grantor's property in connection with any and all stormwater drainage systems, construction and maintenance of drainage lines, and road ingress/egress. as recorded in Official Record Book 2925, Page 2135, as amended in Official Record Book 3212, Page 813, Public Records of Lee County, Florida.
- 3. Perpetual conservation easement granted to South Florida Water Management District, as recorded in Official Record Book 3160, Page 3058, Public Records of Lee County, Florida.
- 4. Exclusive and Perpetual Wastewater Force Main Easement granted to Florida Cities Water Company, as recorded in Official Record Book 2771, Page 3019, Public Records of Lee County, Florida; lengthy metes and bounds legal description for this easement was not mapped out for purposes of this report, however, the sketch attached to the easement instrument appears to indicate that the Northerly portion of the easement may affect the subject lot. [Cursory review of the metes and bounds description reveals that the easement

# **Division of County Lands**

# 3<sup>rd</sup> Updated In House Title Search

Search No. 21905/D Date: January 7, 2003

Parcel: 109-B

Project: Cypress Lake Drive Widening, Project 4063

abuts Cypress Lake Drive.]

- 5. Exclusive and perpetual wastewater force main easement granted to Florida Cities Water Company, as recorded in Official Record Book 2771, Page 3030, Public Records of Lee County, Florida; lengthy metes and bounds legal description for this easement was not mapped out for purposes of this report, however, the sketch attached to the easement instrument appears to indicate that the Northerly portion of the easement may affect the subject lot. [Cursory review of the metes and bounds description reveals that the easement abuts Cypress Lake Drive.]
- 6. Easements for access, maintenance and use of the areas described as stormwater drainage and mitigation areas, as recited in Article IV, Section 4.1 and 4.2 of the Declaration recorded in Official Record Book 3156, Page 2364, Public Records of Lee County, Florida.
- 7. Easements set forth in Article IV, Sections 4.2 4.6 through 4.10 8.3 13.9 and 13.16 of the Master Declaration for Reflection Lakes, as recorded in Official Record Book 3156, Page 2421, Public Records of Lee County, Florida. [Note: Supplements adding property to the Master Declaration are recorded in Official Record Book 3242, Page 2153; Official Record Book 3314, Page 1048; and Official Record Book 3347, Page 3626.]

Plat dedications (for information):

Common areas B-1 through B-6 are dedicated to Reflection Lakes Wastewater Association.

Tracts "A" and "D" are dedicated to Reflection Lakes Stormwater Drainage Areas and Mitigation Areas Joint Council, Inc. AND to the Reflection Lakes Master Association for road right-of-way, ingress and egress, subject to a Public Utility Easement, as dedicated on plat.

**Tax Status:** No taxes are assessed to this parcel.

(The end user of this report is responsible for verifying tax and/or assessment information.)

The Division of County Lands has made a diligent search of the Public Record. However, this report contains no guarantees nor warranty as to its accuracy.

# Schedule X

Parcel 109-B
Project: Cypress Lake Drive Widening, Project #4064
Search No. 21905/D

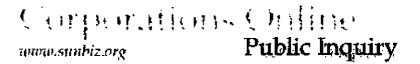
Those portions of Tracts "D" and "B-5", Reflection Lakes, a subdivision in Section 23, Township 45 South, Range 24 East, as per plat thereof recorded in Plat Book 64, Page 53, Public Records of Lee County, Florida.

Being more particular described as follows:

COMMENCE at the northwest corner of said Tract "D"; said point lying S 00°51'22" E, a distance of 50.00 feet from survey base line station 136+69.93 of Cypress Lake Drive (per Lee County Project Number CN-97-01, Contract Number III, Supplemental Task Authorization Number 18); thence along the west line of said Tract "D", S 00°51'22" E, a distance of 15.00 feet; thence N 89°08'38" E, a distance of 100.00 feet to the Point of Beginning; thence S 00°51'22" E, a distance of 39.63 feet to a point lying on the west line of said Tract "B-5"; thence departing said west line, N 43°33'36" E, a distance of 55.49 feet to the south line of said Tract "G"; thence along said south line and the prolongation thereof, S 89°08'38" W, a distance of 38.83 feet to the Point of Beginning.

Said lands containing 700 square feet, more or less.

# Florida Department of State, Division of Corporations



#### Florida Non Profit

#### REFLECTION LAKES MASTER ASSOCIATION, INC.

PRINCIPAL ADDRESS 123 N.W. 13TH STREET SUITE 300 BOCA RATON FL 33432 Changed 04/25/2000

MAILING ADDRESS 123 N.W. 13TH STREET SUITE 300 BOCA RATON FL 33432 Changed 04/25/2000

Document Number N99000003167 FEI Number 650961430 **Date Filed** 05/21/1999

State FL Status ACTIVE Effective Date NONE

Last Event AMENDMENT Event Date Filed 08/11/1999 Event Effective Date NONE

#### Registered Agent

Name & Address	
BROCK, HERBERT O JR. BECKER & POLIAKOFF, P.A. 13515 BELL TOWER DR - STE 101 FORT MYERS FL 33907	
Name Changed: 02/15/2002	
Address Changed: 02/15/2002	

#### Officer/Director Detail

Name & Address	Title
COBB, DAVID 123 N.W. 13TH STREET	PD
BOCA RATON FL 33432	
KEY-BUXTON, WENDY 123 N.W. 13TH STREET	VD
BOCA RATON FL 33432	
COUGHLIN, JAY 123 N.W. 13TH STREET	STD
BOCA RATON FL 33432	

#### Annual Reports

Report Year	Filed Date	Intangible Tax
2000	04/25/2000	][
2001	04/23/2001	
2002	04/04/2002	

Previous Filing

Return to List

**Next Filing** 

View Events
No Name History Information

Document Images
Listed below are the images available for this filing.

04/04/2002 -- COR - ANN REP/UNIFORM BUS REP

02/15/2002 -- Reg. Agent Change

04/23/2001 -- ANN REP/UNIFORM BUS REP

04/25/2000 -- ANN REP/UNIFORM BUS REP

08/11/1999 -- Amendment

05/21/1999 -- Domestic Non-Profit

THIS IS NOT OFFICIAL RECORD; SEE DOCUMENTS IF QUESTION OR CONFLICT

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