

**MEETING MINUTES**  
**BURNT STORE VILLAGE STREET & DRAINAGE ADVISORY COMMITTEE**  
**July 29, 2014 – Regular Meeting**  
**10:00 a.m. in the Public Works Conference Room**

**Attendees:** Dawn Carriere, Charles Costa, Joseph Dlugosz, Robert Mercier, Dave Servis and Richard Symon

**Absent:** (unexcused)

**County:** Dawn Harrison, Mike Dallenbach, and Sandy Wright

Meeting called to order at 10:02 a.m. A roll call was taken. A quorum was present.

Membership terms were reviewed.

The minutes from the April 29, 2014 meeting were unanimously approved as written.

**Citizen Input:**

- None

**Business:**

- There was discussion regarding questions that were emailed to Ms. Harrison by Mr. Mercier.
- Ms. Carriere stated that there are barrels on Burnt Store Rd. from Burnt Store to Zemel Rd. and she is concerned that the mowers will not be able to mow and Mr. Servis stated that the Menzi Muck that was previously requested still has not been done. Mr. Dallenbach will follow up and report back.
- Mr. Dallenbach reported on the 3 items for follow up from the last meeting.
- There was discussion regarding updating the as built drainage plans. It would be very costly to update the plans. Mr. Servis stated that there are some new drainage systems that don't appear on the map and may be very critical to the plan. Changes that are made and are newly created; will be reflected on the new as built plans after the project is complete. Mr. Dallenbach suggested asking the County Engineer these types of questions. The committee will identify the areas on the old map plan to enable Ms. Harrison to get a cost estimate to update the old maps.
- Repaving or resealing of the roads – The Advisory Committee requested a month or two notice prior to the rejuvenation project so weeds can be removed from the roadways. The weeds that are growing out into the street will be removed as part of the rejuvenation process.
- Woodland Estates – Both communities are within one MSBU so there will not be separate budgets. The committee expressed concern; they were told that the funds for Woodland Estates would be kept separate. Finance keeps the funds broken out separately; however the finance reports are for the whole MSBU.
- Cul-de-sacs Landscaping Design – 4 cul-de-sacs were planted and are being maintained. The Committee has received very favorable input from the residents. There was discussion regarding moving forward with 8 more locations. The Committee agreed to create a priority list to work from for landscaping the cul-de-sacs. There was discussion regarding available funding. The cost. The amount will vary from location to location due to the existing vegetation in the cul-de-sacs. It would likely cost approximately \$16,000 to landscape 8 more. Ms. Harrison stated that there may be money left at the end of the 12 month actual that could be utilized for landscaping. The Committee asked that Ms. Harrison request that all excess funds be put aside for future landscaping. The maintenance for the 4 cul-de-sacs that have already been landscaped will be taken over and put into the maintenance contract for maintenance after September 2014.

## BURNT STORE VILLAGE STREET & DRAINAGE ADVISORY COMMITTEE

July 29, 2014 – Regular Meeting

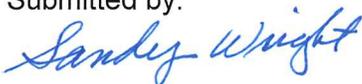
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- Financial Reports – Actual and Activity reports were distributed for review and discussion. Actual report shows \$13,000 to date for central and indirect services allocation which is more than they have actually spent on maintenance. Ms. Harrison read the definition for Central and Indirect Services that was supplied from Finance by the Finance Department. The amount is based on what is collected; not what is spent. Ms. Harrison will follow up and report back.
- The Committee talked about recouping the costs for the landscaping that was removed during the Burnt Store Rd project. The area of land is in the County ROW. The Committee can fund the landscaping design work through the POA; however it would have to meet County approval. The POA will take care of restoring the water line that is there. The road is a road and bridge road and is maintained for safety only. The Committee expressed their desire to maintain the entire frontage of Burnt Store Rd. in front of their community so that it can be maintained at a higher level of service. It would have to be an agreement between the MSBU and the Attorney's Office.
- There was discussion regarding excess funds in the MSBU; the Committee discussed paying down the loan or using the excess funds for beautification. Ms. Harrison stated that Finance typically tries to pay down the loan as quickly as possible in an attempt to save the MSBU money.
- There was discussion regarding possible grant money to be used for landscaping. Ms. Carriere stated she was advised to approach the MPO for possible funding. The committee would have to approach the CAC as a group to request funds.
- All of the electric bills currently go to the Burnt Store Village POA. The signs and the park are currently combined in one bill. The Committee requested the electric bills for the signs that are located on County land and in the County ROW be paid for from the MSBU budget instead of being paid by the POA. Ms. Harrison requested the details, an estimated invoice and the final invoice for her to give to Finance for approval. All the electric bills currently go to Burnt Store Village. The signs and the park are currently combined. The park would have to be broken out on a separate bill and continue to be paid by the POA.

The next meeting is scheduled for Tuesday, November 4, 2014 at 10:00 a.m. at the Public Works Building.

The meeting was adjourned at 11:12 a.m.

Submitted by:



Sandy Wright  
Public Works Department

**CHARLOTTE COUNTY  
PUBLIC WORKS DIVISION  
BURNT STORE VILLAGE S&D ADVISORY COMMITTEE  
ATTENDANCE ROSTER**

**MEETING DATE:** Tuesday, July 29, 2014

**MEETING TIME:** 10:00 A.M. – Public Works Conference Room

**INFORMATION SUPPLIED ON THIS FORM BECOMES  
PUBLIC RECORD**

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