

**MEETING MINUTES**  
**BURNT STORE VILLAGE STREET & DRAINAGE ADVISORY BOARD**  
**November 17, 2015 – Regular Meeting**  
**10:00 a.m. in the Public Works Conference Room**

**Attendees:** Charles Costa, Richard Mercier, Dave Servis, and Joseph Dlugosz

**Absent:** Richard Symon (excused)

**County:** Dawn Harrison, Mike Dallenbach, and Kelly Louttit

Meeting was called to order at 10:01 a.m. A roll call was taken that determined a quorum was present. Membership status was reviewed

**Changes to the Agenda:** Mr. Mercier motioned to add drainage to the agenda; seconded by Mr. Dlugosz and the motion passed unanimously.

The minutes from the August 11, 2015 meeting were unanimously approved as amended.

**Citizen Input on Agenda Items Only (3 Minute Limit)**

- No citizens present

**Unfinished Business:**

Landscaping: Mr. Servis stated there was a water main break on Cadiz Drive and landscaping had to be removed and requested in the future no plantings be installed near the water main. Mr. Mercier motioned to put the landscaping of the six cul-de-sacs on hold until May; seconded by Mr. Dlugosz and the motion passed unanimously. The Advisory Board would like the POA to be notified when a water main break occurs. Discussion continued regarding landscaping near the retention area on Alcazar. Ms. Harrison advised approval would need to be sought by the County Engineer to install landscaping in the retention area. The costs associated with the landscaping project were discussed.

**New Business:**

Financial Reports – Ms. Harrison provided the financial reports for Advisory Board review and discussion. Drainage charges were discussed. Mr. Servis would like line and grade performed on Quesa and Estrada. Ms. Harrison will provide the 12 month actual report to the Advisory Board when available.

Drainage- Mr. Servis discussed drainage issues on Quesa and Doredo Roads. Mr. Dallenbach will arrange a meeting to review drainage problem locations with Mr. Servis. Mr. Servis discussed a drainage problem on Alcazar caused by improper installation of drainage pipes from the Burnt Store Road project. Mr. Dallenbach will contact the project manager, Brian Barnes.

**Citizen Input on MSBU Related Items (3 Minute Limit)**

- No citizens present

**Advisory Board Open Discussion:**

- None

**Items for next agenda:**

- Drainage
- Landscaping

The next meeting is scheduled for Tuesday February 23, 2016 at 10:00 a.m. at the Public Works Conference Room.

The meeting was adjourned at 10.56 a.m.

Submitted by:  
Kelly Louttit  
Public Works Department

