

MEETING MINUTES
CHARLOTTE RANCHETTES STREET & DRAINAGE ADVISORY COMMITTEE
September 30, 2010
4:00PM

Attendees: Nigel Morris, Bob Schafer, Douglas Buuck, Charles Reinhardt, and David Chocken
County – Mike Dallenbach, Tim Free, and Tara Musselman
Absent – Michael Szuba

The meeting was called to order at 4:02 PM

Minutes: The Committee approved the minutes of August 31, 2010, as submitted.

Business:

- Discussion regarding financial status of the MSBU. The Committee reviewed the 11-month expenditures and revenues. Ms. Musselman advised the Committee that the balance in the account is approximately \$58,000. This is in part due to the fact that we have received more assessments than we had budgeted for. This means that we will start the FY11 year with more money than expected.
- Discussion regarding the FY11 proposed work program submitted by the Committee. Ms. Musselman stated that Mr. Free's estimate to complete all of the requested grading is \$180,000. Mr. Free noted that the County no longer has a grader to do this work. The proposed plan is the rent a grader for the work, as the only two places it is used are the Ranchettes and TGA. Discussion ensued about the possibility of contracting out the grading work. Mr. Morris has met with Mr. Halfhill, Mr. Dallenbach, and Mr. Free to discuss this. Mr. Free is going to work on creating the bid specifications for the Committee to review prior to going to Purchasing. Ms. Musselman will forward the specs to the Committee when they are ready. The next meeting will be scheduled for a week after the specs have been sent so the Committee has time to review. Mr. Reinhardt made a motion, seconded by Mr. Choken, to encumber \$150,000 for the budgeted amount to be put out to bid for the grading project. All in favor. Motion carried.
- The estimated timeline for the process of putting the project out to bid is as follows:
 - Create Specifications - end of October
 - Specifications to go to Purchasing - Mid November
 - Bid opening – after the first of the year
- Discussion regarding bus stop locations. Ms. Musselman called the bus depot to find out where the actual bus stop location is. The location is Poplar and Swiss for all 4 buses which serve the Ranchettes. Ms. Musselman advised Ms. Mead of the Transportation Department that this Committee would like to have the bus stop located on Bermont Road. Ms. Mead advised that at this time, they were not willing to relocate the bus stop location. The Committee agreed to have Mr. Morris write a letter from the MSBU Committee to Mr. Richard Duckworth, Transportation Director, officially requesting that they relocate the bus stop.

The meeting was adjourned at 5:00 PM, with next meeting to be scheduled after bid specifications are available.

Respectfully submitted,

Tara L. Musselman
Municipal Services District Representative
