

Charlotte Ranchettes Street and Drainage Unit Advisory Committee

Meeting Notes

December 6, 2011

3:30 p.m.

Attendees: Chuck Rinehart, Micael Szuba, Nigel Morris, David Choken and Doug Buuck

County staff: Dawn Harrison, Jodi Struble, Tim Free, Bob Halfhill

I. Call to order:

- The meeting was called to order at 3:30 p.m.

II. Additions/Deletions to Agenda

- a) Finances - Dawn Harrison distributed Actual Fiscal Year 11/12 Budget, end-of-year close out report and current activity report. The committee will study the financials and discuss at the next meeting. Fiscal year 2010/2011 ended with \$55,133 transferred as beginning balance for Fiscal Year 2011/2012.
- b) Signage – Staff to check on the fees charged to the MSBU for a survey for the City of Punta Gorda’s pipeline project on Pelican. The MSBU was to be reimbursed. Finance Division reported that it had been reimbursed but Ms. Harrison will verify.

Committee requests installation of a reflector sign at Pelican & Strauss where the road dead-ends. There have been several accidents since drivers cannot see the end of the roadway.

III. Discussion of 2011/2011 work plan additions

- Received a \$50,000 estimate for roadway grading from Ajax Paving. \$100,000 has been budgeted for this work. Since additional funds are available, the committee will provide Tim Free with a list of additional roadways to include in the work plan. Mr. Free will review and get estimates. Most of the work will be fill and grade.

IV. Public Comments – none

V. Member Comments

- Discussion regarding committee positions – there is a vacancy on the committee. David Choken is to be appointed a permanent member and the vacancy is to be advertised as an alternate member with a two-year term. Ms. Harrison stated that members must be re-appointed by the Board of County Commissioners when their terms expire.
- Mr. Morris noted that according to the by-laws, officers need to be selected by committee members at the last meeting of the year as the last order of business. Selections need to be made at the upcoming January meeting.
- The following roads should be added to the work program:
 - Gewant – from Pelican to Polk (grade & fill)
 - Polk – from Gewant to Alfred
 - Austrian – Ameropa & Clara
 - Austrian & Swiss – from 74 to Poplar
 - Acorn – from 74 to Pelican (grade)
 - Alan – north of Pelican (fill & grade)
 - Gewant – Pelican to 74 (grade)
 - Acorn – Clara to cross-ditch toward Polk (grade with vegetation power shearing)
 - Acorn – Clara to Ameropa (power shearing)
 - Alan – Polk south to cross-ditch (fill, grade, shear)
 - Asphalt work at bridge on west side of Alfred
 - Clark at Alan, Leah between Alan & Acorn, between Sweden and Strauss
- A comprehensive map of the road repair work plan, including the above roads, will be prepared, scanned and distributed to the committee members
- Mr. Morris made a motion to begin grading Ranchettes roadways as soon as possible with a \$100,000 cap. Motion was seconded and approved unanimously.
- Mr. Free will work with the contractor to get an estimate for the additional road work listed above and will attempt to get as many roads graded as possible within the \$100,000 budget.

VI. Selection of next meeting date

- The next meeting date will be Tuesday, January 17 or 24th – to be determined by Ms. Harrison after checking her calendar & availability of a conference room. She will contact members as soon as possible to confirm the date, time and place.

VII. Adjournment

- The meeting was adjourned at 4:15 p.m.

JS