

**MEETING NOTES**  
**DON PEDRO & KNIGHTS ISLAND STREET & DRAINAGE MSTU ADVISORY BOARD**  
**October 20, 2015 – Regular Meeting**  
**2:00 P.M. – San Casa Conference Room**

**Attendees:** Linda Cotherman, Donald Milroy, and Timothy Malone

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

**Guests:** Sign-in sheet attached

The meeting was called to order at 2:00 p.m. A roll call was taken that determined a quorum was present.

**Changes to the agenda:** Ms. Cotherman motioned to add speed limits signs, mowing, and pavement patch repair to the agenda; Mr. Milroy seconded and the motion passed unanimously.

- The Sunshine Law and Robert's Rules of Order presentation was postponed until the next meeting.
- The minutes from February 11, 2015 were unanimously approved as written.
- Ms. Cotherman nominated Mr. Malone for Vice Chair and Mr. Milroy seconded the motion. Mr. Malone accepted the nomination.

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

- Jim Ross, President of Colony Don Pedro phases 4 and 5, discussed the road design and construction bid and questioned linear feet and amount of materials included in the project. Mr. Ross would like the roads brought up to certain standard of quality.
- Robin Madden stated the road conditions are impacting rentals and sales in the MSTU.

**Unfinished Business:**

- Contract/Road Grading – Mr. Dallenbach stated the County seeks input on the road contract from the advisory board. Ms. Cotherman noted the bid is overpriced. Discussion continued regarding the possibility of a maintenance contract, the need for a more timely response for grading and materials used on the roads. Mr. Malone stated the County has done a great job trying to improve the roads and is in favor of a maintenance contract. Mr. Malone suggested to use more coarse sand in the future and questioned how many loads of material have been used to date. Ms. Harrison will provide the activity report to the advisory board. Ms. Cotherman motioned to cease the road contract immediately; Mr. Malone seconded and the motion passed unanimously. Discussion continued regarding current road conditions, the need for smaller machinery to perform the road work and the need for future materials. Mr. Milroy would like the machinery left on the island. Ms. Cotherman stated a maintenance contract is needed with the County.
- N Gulf Blvd Recovery area – Ms. Cotherman discussed the six foot recovery area and stated some property owners that have not obtained permits to plant in the ROW. Discussion continued regarding options for future removal of plantings. Ms. Cotherman motioned to start Phase 1 of a long term plan to have a six foot recovery area along both sides of N Gulf Blvd by removing any plantings on vacant lots under 4 inches; Mr. Malone seconded and the motion passed unanimously.
- Bridge Maintenance – Ms. Harrison stated additional funding is needed to complete the bridge maintenance and said it will be approximately \$88,000.00 to replace the deck and the bearing pads. Mr. Malone would like to obtain additional quotes. Ms. Cotherman motioned to solicit three bids for the maintenance items relating to bridge; Mr. Malone seconded and the motion passed unanimously.

**New Business:**

- Mowing: Ms. Cotherman stated additional mowing is needed along N. Gulf Blvd to include all the swales between the bridges. Discussion continued regarding sand encroaching on the road causing a drainage issue on the west side of the bridge.
- Pavement Patch: Ms. Cotherman noted on 410 N Gulf Boulevard roots are lifting the pavement. The advisory board would like the trees removed from the Right-Of-Way.
- Speed limit signs: Ms. Cotherman would like the four or five 25 mph speed limit signs relocated. Ms. Harrison will have Signing and Marking contact Mr. Malone.
- Financials – Ms. Harrison will distribute the twelve month actual report to the advisory board members via email.

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

- Mr. Ross is pleased the advisory board did not proceed with the road contract and his concerns are the potholes. Mr. Ross questioned if the plantings done on his project are acceptable.
- Mr. Mallett stated he is a construction manager and would like the job of managing the maintenance of the roads.
- Carol Peterson supports Mr. Mallet to perform the road maintenance in the MSTU.
- John Goranson stated original scope of work still needs to be addressed and questioned if the bearing pads should be covered under warranty, Ms. Harrison will investigate the matter.

**Advisory Board members open discussion**

- Mr. Milroy would like a faster response time for grading after a heavy rain event.

The next meeting was previously scheduled for Wednesday, January 6, 2016 at 2:00 p.m.

**Items for next agenda:**

All items included in this agenda and Sunshine Law and Robert's Rules of Order presentation.

The meeting was adjourned at 3:10 p.m.

Submitted by:

Kelly Louttit

Public Works Department

