

MEETING MINUTES
ENGLEWOOD EAST NON-URBAN STREET & DRAINAGE ADVISORY COMMITTEE
January 6, 2015 – Regular Meeting
10:00: a.m. in San Casa Conference Room

Attendees: Robert Aspery, John Gammel, Holly Giblin, and Charles Lindberg

County staff: Karen Bliss, Mike Dallenbach, Karly Greene, Francine Lisby, Tara Musselman, and Judith Nothdurft

The meeting was called to order at 10:00 a.m. A roll call of members established that a quorum was present. There was an introduction of individuals present. Mr. Lindberg advised he would not re-apply for his position.

The minutes from October 14, 2014 were unanimously approved as written.

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

- None.

Election of Chair & Vice Chair:

- Mr. Lindberg moved to nominate the existing Chair, Mr. Gammel and the existing Vice Chair, Mr. Aspery, to serve again for 2015, seconded by Ms. Giblin and was unanimously approved.

Unfinished Business:

- Herbicide Treatment for Streets – Update – Ms. Nothdurft stated the Contract was awarded to Paul Mann Custom Pest Control at a total cost of \$2,470.00, noted there would be two applications per year, and indicated she would follow up with the Project Manager regarding the project commencement date.
- Vertical Hedging – Update – Ms. Nothdurft provided an update that the scrub jay area would be cut prior to nesting season. Mr. Dallenbach detailed the vertical hedging schedule.
- Proposed Entrance Signs - FY 2016 & FY 2017 – Ms. Musselman indicated a base price for an entrance sign was requested, provided details of the current Sign Ordinance, mentioned specifics of the approved Harbour Heights entrance sign, and estimated the cost up to \$15,000. There was discussion related to the lack of an area to install the proposed sign, suggested areas for installation, questions as to if signs are needed, the type of signs allowed in the area, if existing signs would be removed, and inquiries as to what beautification encompasses. Mr. Dallenbach affirmed the existing signs would not be removed. Ms. Musselman indicated specifics on beautification would be included within the ordinance and stated signage, plantings, and sidewalks are usually included. Discussion continued regarding directional signs, existing signs, MSBU boundaries, proposed sign locations, and a possible entrance sign located at Winchester Boulevard once construction is complete. Ms. Musselman affirmed monument signs are required, confirmed the MSBU would be responsible for sign maintenance, and suggested the Committee budget for the addition of a sign located at Winchester Boulevard. Ms. Nothdurft affirmed the signing and marking department would be contacted to inquire if the green and white directional signs could be printed to read “Englewood East”. Mr. Gammel motioned to budget \$50,000.00 for 3 monuments signs, seconded by Mr. Aspery and passed unanimously. Exact locations will be determined at a later date.
- Litter Pick-up before Mowing - Mr. Aspery questioned the feasibility of a one-time litter cleanup in the area. Mr. Dallenbach indicated litter pick up should already occur prior to right-of-way mowing and advised the cost of litter pickup for South Gulf Cove as \$7,000.00 per year and Gulf Cove as \$5,000.00 per year. Ms. Musselman advised a change order could be made to the current mowing contract. Mr. Aspery motioned for litter pickup to occur prior to each mowing of Englewood East; Mr. Gammel seconded the motion, which passed unanimously.

ENGLEWOOD EAST NON-URBAN STREET & DRAINAGE ADVISORY COMMITTEE

January 6, 2015 – Regular Meeting

Page 2

- Flashing Light Request in School Zone - Ms. Giblin expressed concern of the speed limit surrounding the school. Ms. Nothdurft noted she had not yet received an update, questioned if Ms. Giblin was requesting flashing lights to be installed on Gulfstream, and affirmed the Traffic Engineer was contacted regarding the matter. Mr. Dallenbach advised the Committee of discussions with the Lighting Department that there were no plans to replace lights at the time. Discussion continued. Ms. Giblin motioned to install solar flashing lights on both sides of Gulfstream crossing Spinnaker for safety purposes, seconded by Mr. Aspery and passed unanimously.

New Business:

- Financial History / Year End Financials FY 2013/14 – Ms. Nothdurft provided the financials for Committee review and indicated Ms. Lisby would answer any questions.
- Activity Report (10/1/14 - 12/31/14) – Ms. Nothdurft provided the Activity Report for Committee review. Discussion occurred related to pipe failure and costs.
- Draft FY 2016 & FY 2017 Budgets – Discussion occurred related to tax assessments, loan re-payment of ahead of schedule, MSBU revenue sources, estimated occupied and vacant ERUs, and an inquiry if the number of residents could be estimated based upon the amount of occupied structures in Englewood East. Ms. Lisby indicated Fiscal Services is planning for the FY 2016 and FY 2017 budgets and mentioned that MSBUs are being asked to discuss future projects. Ms. Lisby assured the budget placeholder for the entrance signs would be adjusted to \$50,000.00, and advised that herbicide treatment is not included in FY 2016 and 2017 budgets. She also explained allowable fund balance versus desired fund balance, listed budgeted General Development Corporation settlement funds, and noted ERU information would be available in the near future. Mr. Gammel motioned to include herbicide treatment in the FY 2016 and FY 2017 budgets, seconded by Mr. Aspery and passed unanimously.

Open Discussion:

- Mr. Aspery questioned if the downed wire he photographed could be handled. Mr. Dallenbach advised that he would inspect the wire after the meeting.
- Mr. Lindberg questioned when the menzie muck would be trimming in the area of his backyard. Mr. Dallenbach confirmed the schedule of the menzie would be reviewed.
- Mr. Murray discussed drainage issues located at his home and on his street. Mr. Dallenbach confirmed the issue would be inspected.
- Mr. Gammel spoke to a road being used as a cut through and questioned if a speed bump could be installed on McKinley Terrace. Ms. Nothdurft indicated she had already inquired and is awaiting a response.

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

- None.

The next regular meeting is scheduled for Tuesday, April 7, 2015 at 10:00 a.m. at the Public Works San Casa Conference Rom.

The meeting was adjourned at 11:18 a.m.

Submitted by:



Karly Greene
Public Works Department