

**MEETING NOTES
GREATER PORT CHARLOTTE
March 17, 2010
8:30 A.M.**

Attendees: Kathy Miller, Grover Mudd, and Stephanie King
County - Tara Musselman and Mike Dallenbach
Absent – Bob Logan and Jay Carlson

Business:

- Roll call was done.
- Election of Officers: Ms Miller was unanimously elected Chairperson and Mr. Mudd was unanimously elected Vice Chairperson.
- Ms. Miller noted that Mr. Carlson has been absent a lot and suggested that he consider being an Alternate. Tara noted that she could ask Mr. Carlson to take Skip's Alternate position and ask Skip to take the full time position. Tara said she can ask the BCC to do that. Ms. Miller asked Tara to email the Committee when that is done and Tara agreed.
- FY11 Budget Review - Ms. Musselman noted this is basically the same budget as FY10, with small increases in costs of services. Ms Miller noted that the GPC MSBU is the biggest consumer of the paving and pretty much consumes most of the contract. Ms. Miller questioned what the status was on paving; are we going to have to borrow from the 2011 budget to pay for any increases? Tara stated that right now, about 31% of the work has been completed and it is on budget. They have only been out there for about a month, so we don't have the liquid fuel adjustments yet. Mr. Mudd asked Chairman Miller if a meeting to go over the budget could be scheduled, for at least a week after the members receive the documents. Although the meetings are scheduled ahead of time, he would appreciate having some time to go over the figures. Chairman Miller asked Tara when the budget gets approved. Tara noted that this budget gets submitted by April 2, 2010. Chairman Miller agreed with Mr. Mudd as more time would be needed to go over it better. Chairman Miller noted the expenditures have changed and she has a lot of questions about the paving program and other contract services that we have. Chairman Miller asked if the budget could be tabled. Ms. King asked Tara if the budget could be emailed to the other members. Tara noted that it could be done as well as the Six Month report. Tara suggested the members might want to switch the pre-scheduled meetings. Chairman Miller stated she did not want to do that, but just schedule a special meeting to go over the budget. Tara noted that the quarterly reports will not be ready for the June meeting. Mr. Mudd noted that he thought these meetings would be scheduled so that reports would be ready in time. Ms. Musselman advised the Committee, that due to budget preparation, the Fiscal Department has not completed the six month Actual Reports. Being that she does not create the reports, she cannot guarantee when they will be ready. Chairman Miller recommended that they table the budget review and schedule another meeting. Mr. Mudd agreed with Chairman Miller. Tara made a call and found out the budget must be submitted by March 31, 2010. She also contacted Mr. James Layport, Project Manager for the FY10 Paving Project, to see if he could attend, in case there were any paving questions. He did not think it would be a problem. He asked if the Committee could send any questions ahead of time in case he would need to ask Jeff, as Jeff is not in on Fridays. A meeting was scheduled for March 26, 2010.

- Three Month Actual Expenditures Report review: Tara noted the beginning balance was about \$1 million more than budgeted, about \$2.4 million. Chairman Miller asked what the line item Less Reserve – FS means. Tara explained that when the budget is actually created, they have to take 5% off, which would be the discount if everyone paid early and you cannot budget for that. Chairman Miller asked if the members had any questions. Mr. Mudd had a question on the CS paving. He noted that the figure is for 3 months and, at \$6,000.00, was low. Tara noted that no work was actually done during that quarter and the figure is just for mobilizing. Chairman Miller asked Tara to explain what the Contract Services – Others line item was for. Tara stated that it was for sweeping. There are three sections that we have to continue the sweeping as they are curbing gutters. Mr. Mudd asked who was paying the mowing of the lots on foreclosed homes. Tara explained that if Growth Management or Code Enforcement goes out, they put a lien on the property and it has nothing to do with our MSBU.
- ROW Mowing: It was noted that the right-of-way mowing should be awarded at the next BCC meeting. Tara noted that although the budget figure is very high, and the bids are coming in very low, there will be a fuel adjustment later on in the year. Mr. Mudd asked if there was any way for the bidders, after their bid is accepted, to increase the price for a fuel adjustment. It was explained that just like the paving, there is an allowance for fuel adjustment. This adjustment can go up or down, based on a formula that State has. Chairman Miller asked Tara if there is a substantial amount of money left over on a line item, can that money be used for another line item that needs money but then but back into reserves the following year. Tara stated that it can be done and that it normally just goes back into the beginning balance.
- MSBU Reorganization: As Mr. Logan is not present, Chairman Miller asked Tara to speak. Tara explained that it is her understanding that a presentation will be given to the County Commissioners at the first meeting in April. It will be a slideshow presentation on creating a single MSTU system. The Commissioners will give their recommendations on whether or not this should move forward. Tara stated that the only thing that would stay would be if you had special beautification like South Gulf Cove and Harbour Heights have. Right now, vacant lots pay the same as a house. Under the proposed plan, it is assessed value and houses would pay more and lots would pay less. Tara noted that one benefit would be that all the commercial properties along US41 would be paying, whereas they do not now as it is a State road. Also, none of the people in gated communities pay into the GPC MSBU.
- The meeting was adjourned at 9:44 A.M.

The next meeting will be Friday, March 26, 2010, at 8:30 A.M.

The above are meeting notes only. The official meeting minutes have not yet been approved by the committee.

TLM/cs

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