

MEETING NOTES
HARBOUR HEIGHTS STREET & DRAINAGE ADVISORY COMMITTEE
October 18, 2012
9:30 a.m. - Public Works Conference Room

Attendees: John Ginter, Joan Hayes, William Moyer, Maggie Scott, Jim Snyder, and Steve Vieira

County: Dawn Harrison and Sandy Wright

Mr. Vieira called the meeting to order at 9:31 a.m.

Minutes: The minutes from the July 25, 2012 meeting were unanimously approved with the following corrections:

1. Page 1, bullet 2 – replace “hotel” with “convenience store” in the 3rd sentence.
2. Page 2, bullet 2 – add the word “tax” after the word gas in the 4th sentence.

The Committee status and term dates were reviewed. This Committee has no vacancies at this time.

There was a change to the agenda to discuss unfinished business first and new business second.

Unfinished Business:

- Community Signs – Mr. Vieira worked with Public Works and the contractor to get the signs corrected. There was discussion regarding the Purchasing Departments process to award jobs to the lowest qualified bidder. The Committee is not happy with the service provided by this contractor. Ms. Harrison distributed estimates to have the signs corrected. The Committee agreed the estimate for \$6000 to fix both signs is too high. Weep holes and caps need to be installed. Mr. O'Connor suggested acquiring a local contractor to look at the signs and get a quote to fix the holes and install caps to address the corrosion and standing water problems. Mr. Moyer made a motion to cap the signs and drill weep holes on all 4 sides of the posts to allow drainage and to make the necessary repairs on the boards attached to the concrete wall. The motion was seconded by Mr. Ginter and passed unanimously.
- There was discussion regarding the second part of the sign issues. The original quote for planting around the signs was for \$8000 which the Committee agreed was too high. The Committee only wants plantings inside the planters themselves for now. Sod and planting will be sufficient. Mr. O'Connor stated there is no irrigation to the area and that is the bulk of the cost. There was discussion regarding the types of plants that require no irrigation and can with-stand winter temperatures of 25 degrees. The Committee requested Mr. O'Connor to get an economical quote from Rodney Jones to finish planting around the signs.
- There was discussion regarding the location of the sign that identifies the Senior Center. The sign is blocking the Community Sign and needs to be relocated. Ms. Harrison will follow up with Community Development.
- Landscaping Contract – Mr. O'Connor stated that the County is not happy with the current landscaping contractor. The contract renewal will not be awarded to the current company. The new contract is waiting to be awarded. A quote for the specifications and bid tabulation for specialty mowing in this Unit came back at \$3000-\$4000. The Committee is greatly concerned that the last contractor couldn't provide acceptable maintenance at an annual cost of \$12,000 yet this quote is so much lower. The Committee doesn't want to award to another low bidding contractor only to find they can't meet the specifications stated in the contract.

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The Committee spent \$175,000 on the medians and they have not been properly maintained in over 3 years. The trees that were installed weren't staked properly causing the trees to grow crooked. There was discussion regarding Harbour Heights being part of the overall County contract. The Committee inquired about forming a separate contract in order to immediately address the problems with their medians. The Committee stated the medians are an embarrassment to the community. Mr. Vieira has a list of items that need immediate attention. Restoration can be addressed at a later date. Ms. Hayes made a motion to get quotes to restore the medians which means clean up and the removal of the dead trees. The motion was seconded by Ms. Scott. The motion carried with 4 members voting for and 1 opposed. Mr. Vieira counted 8 dead trees and 7 sets of stakes that need to be removed.

New Business:

- Budget Report – Ms. Harrison distributed the Budget and Activity reports for review and questions. Ms. Harrison explained next fiscal year will be the beginning of a new 2 year budget cycle. All projects during the 2013/2014 and 2014/2015 fiscal years must be included in the budget. Changes will not be allowed unless there is an emergency. Ms. Hayes made a motion to reduce the current MSBU rate to \$1.00. The motion was seconded by Ms. Scott. The motion failed with a vote of 2 for and 3 opposed. Ms. Harrison stated that work being done right now is classified as maintenance. Ms. Hayes stated there have been complaints sitting for years. When Mr. Vieira became active on this Committee, all issues were addressed. Mr. Vieira stated that there are \$281,849 in reserves that can be used for future paving and at the beginning of the next fiscal year there will be \$430,000 that can be set aside for paving. This Committee addresses issues up front, which enables their budget to remain in good shape. The Committee would like to see a line item on the Budget that shows the funding identified for future paving. Ms. Harrison will make a request with the Financial Services Department.
- There was discussion regarding a pipe failure in the handicap zone at the Civic Center. The status says it's in planning. Ms. Hayes stated this should be an emergency because it is located in a handicap zone. Mr. Free checked the status and stated that currently the crew is working in another location and will be to this location as soon as possible. The area has been roped off to prevent somebody falling.
- There was discussion regarding door hangers to water sod. Residents received door hangers stating they must water. Ms. Hayes stated that funding should come from the MSBU and not the individual home owner. Mr. Holbach stated that M&O could send a truck out to water and charge the Unit if the Committee would like to approve the funding.
- Sidewalks – Mr. Vieira gave a status update regarding sidewalks. The sidewalks that are being installed in Deep Creek are funded by gas tax. The children walking to school in Harbour Heights don't have sufficient sidewalks. Mr. Vieira contacted the Florida Department of Transportation and spoke with Ms. Pearse who works on the Safe Routes for Kids Program. Ms. Pearse will research and report back to Mr. Vieira who will report back to the Committee.
- Mr. Snyder reported a drainage problem at 27308 San Marino Drive that generated Work Request #1333393. He stated the work request can be canceled because the whole swale is going to be dug up. Mr. Free will close the Work Order.

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- Mr. Ginter reported a drainage problem at Townsend & Magellan where there are no swales or pipes. The driveway is under construction and the house is flooded. Ms. Harrison will report it to M&O for research, stating it may not be the County's responsibility if the house is under construction. The property owner may need to address the problem.

Citizen Input:

- Butterfly Garden – The area is flooded and plants are drowning. Mr. Vieira stated that this issue will be addressed by Community Development during the 2014 budget year at which time a park renovation project will take place. The Committee agreed that although the garden is beautiful and the installation of it by volunteers was a good thing, it is not their responsibility to maintain, however they agreed to look at it after the renovation project is complete. The garden should have been placed in a different area.

The next meeting is scheduled for Tuesday, November 20, 2012 at 3:30 p.m. in the Public Works Conference Room

The meeting was adjourned at 11:21 a.m.