

MEETING NOTES
HARBOUR HEIGHTS STREET & DRAINAGE ADVISORY BOARD
October 13, 2015 – Regular Meeting
2:00 p.m. - Public Works Conference Room

Attendees: John Ginter, Gail Phillips, Maggie Scott, James Snyder, William Moyer, and Steve Vieira:

County: Kelly Louttit, Dawn Harrison, and Mike Dallenbach

Mr. Vieira called the meeting to order at 2:01 p.m. A roll call was taken that established a quorum was present.

Changes to the agenda: Ms. Phillips motioned to add Cardiff Road discussion to the agenda; seconded by Mr. Snyder and the motion passed unanimously.

The meeting minutes from July 15, 2015 were unanimously approved as amended.

Citizen Input on Agenda Items Only (3 Minute Limit)

- No citizens present.

Unfinished Business:

Median Landscaping Project: Mr. Vieira stated the final grade is complete and the project looks good.

Sidewalks: Mr. Vieira stated the project is stalled due to a rewrite of specifications for San Marino because the road is in need of installation of a larger sewer line. Ms. Harrison will contact the Project Manager for a timeframe.

Paving: Ms. Harrison discussed locations and timeframe for future paving areas.

New Business:

Financials - Ms. Harrison provided the final budget and work program report for Advisory Board review and discussion. The drainage maintenance schedule, gas tax roads, s curve funding, the pending traffic study, and boundaries of the district were discussed.

Mowing: Mr. Ginter stated the mowers are damaging the swales during the rainy season. Mr. Dallenbach stated if the swales are damaged report the incident immediately. Mr. Dallenbach will investigate the cost of boom mowing in the area. Discussion occurred by the Advisory Board regarding line and grade issues and five street lights that are missing in the community.

Cardiff Road by the Fire Station: Discussion occurred regarding the need for a clear zone area in front of fire station to stop damage to the pavement. Mr. Dallenbach will address the situation with the Fire Chief.

Citizen Input:

- No citizens present

Advisory Board Open Discussion:

- Mr. Snyder stated the sidewalk is still raised between Voyageur Drive and San Marino Drive. Mr. Dallenbach will investigate.

Items for next agenda:

- Traffic Study
- Cardiff
- Sidewalks/Paving
- Update on Ordinance changes

The next regular meeting was scheduled for at 2 pm on January 12, 2016 in the Public Works Conference Room.

The meeting adjourned at 3:03 p.m.

Submitted by:

Kelly Louttit/Public Works Department

**CHARLOTTE COUNTY
 PUBLIC WORKS DIVISION
 HARBOUR HEIGHTS S&D ADVISORY COMMITTEE MEETING
 ATTENDANCE ROSTER**

MEETING DATE: THURSDAY, OCTOBER 13, 2015- REGULAR MEETING

MEETING TIME: 2:00 P.M. –PUBLIC WORKS CONFERENCE ROOM

**INFORMATION SUPPLIED ON THIS FORM BECOMES
 PUBLIC RECORD**

NAME (please print)	Email Address	Telephone Number
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<i>William Moyer</i>	<i>MOYER7799@yahoo.com</i>	
<i>John GINTER</i>	<i>Jginter3@gmail.com</i>	<i>626-7505</i>
<i>Jim SNYDER</i>	<i>SNYDERDIE@EMBARQMAIL.COM</i>	<i>941-624-5217</i>
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