

**MEETING MINUTES**  
**MANASOTA KEY STREET & DRAINAGE MSTU ADVISORY COMMITTEE**  
**April 10, 2013 – Regular Meeting**  
**9:00 a.m. – Englewood Beach Villas Conference Room**

**Attendees:** Frank Chappell, Joan Dunham-Card, and B.J. Galberaith

**Absent:** Toby Delbridge (unexcused) and Andy Wing (excused)

**County Staff:** Dawn Harrison and Sandy Wright

**Guests:** Sign-in sheet attached

The meeting was called to order at 9:19 a.m.

A roll call of members was taken to establish a quorum was present.

Committee membership was discussed. There is one vacancy for an alternate member. All applicants must be residents of the MSTU in order to comply with the BCC's Charter. The Committee has asked that the next term to expire in April 2014 be advertised in February 2014 with hopes of getting an applicant and schedule the appointment in time to eliminate a gap in the membership.

**Unfinished Business:**

- Master Plan Design Project – There are currently no updates. The Committee asked that Mr. Green from Weiler Engineering be invited to attend the next meeting to discuss the outcome from the Joint Community/MSTU meeting that was held on March 26, 2013. The Committee would like to know when the Community Master Plan will be completed.
- Landscaping – The committee is asking that the landscaping be addressed. The sandcord grass needs to be trimmed and cleaned with replacement in some areas. The Orange Geiger trees need to be replaced with specimens that have color and that are salt tolerant. The Washingtonians need to be trimmed. The committee stated they have budgeted \$80,000 for landscaping and don't feel it is being performed to their standards with only \$20,000 being spent so far this year.

**New Business:**

- There was discussion regarding the length of time that the street sign and light has been down at Bayview. It has been three months and there was an incident where an EMT call was placed and couldn't respond as quickly as possible due to no street sign. Ms. Harrison explained that the street sign is located in a private community on private property and is not the County's responsibility for maintenance. This committee has agreed to pay for the sign and can do so because this is a TU and not a BU unit. The Committee requested the County to install a street sign on a channel pole temporarily to eliminate any safety concerns, until the issue regarding the accident report and insurance company gets resolved. Ms. Harrison will follow-up.
- There was discussion regarding relocating the USPS mail box located at the entrance of the Englewood Beach Villas. A site visit will take place after this meeting ends and Ms. Harrison will follow-up regarding moving the mailbox into the right-of-way by the Circle K store to hopefully eliminate any future accidents at this location.

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- There was discussion regarding the replacement of the light by the Boy Statue. This is not a county responsibility. The Committee can send her an invoice for the bulb replacement and she will submit it to the Finance Department.
- Financial Reports – The reports were distributed for review and questions. Ms. Harrison reviewed each line item on the Activity Report and answered several questions. She will follow-up on the following outstanding questions:
  1. Can the title be changed to mowing instead of Tom Adams Bridge maintenance?
  2. What is the plant bed maintenance at the Tom Adams Bridge?
  3. What is the charge in February for brush cutting?
  4. What is MK Admin?
- There was discussion and explanation regarding how the mileage rates are set and who sets them.
- There was discussion regarding the MSTU purchasing acreage to be used for parking and beach access. Ms. Harrison will follow-up with the Community Services Department and report back.

**Citizen Input:**

- There was discussion at the SMKA Meeting regarding the West County Stormwater Utility Unit. This MSTU is not part of that unit; however, residents of the unit do pay into the Stump Pass Re-nourishment Area.

The next meeting was previously scheduled for May 8, 2013 at 9:00 a.m. in the Englewood Beach Villas Conference Room.

The meeting was adjourned at 10:50 a.m.

Submitted by:



Sandy Wright  
Public Works Department

