

MEETING MINUTES
PIRATE HARBOR STREET & DRAINAGE UNIT ADVISORY COMMITTEE
May 8, 2014 – Regular Meeting
2:00 P.M. - Public Works Conference Room

Attendees: Homer Fleming, Dennis McCulloch, Lester Patzer, George Taylor and LeRoi Yaffey

County: Mike Dallenbach, Dawn Harrison and Sandy Wright

Guests: Sign-in sheet attached

The meeting was called to order at 2:00 p.m. A roll call was taken. A quorum was present.

The meeting notes from January 9, 2014 were unanimously approved as written.

Citizen Input:

- None

Old Business:

- Hammer heads – During the January meeting the committee requested to proceed with the next step for the hammer heads. There was discussion regarding tabling the project until the Burnt Store Road project is complete. Mr. Fleming made a motion to table the item until later; the motion was seconded by Mr. Patzer and passed unanimously.
- Line & Grade Status – There was discussion regarding water that lies on the road and does not permeate into the soil not being allowed to be directed into the harbor. Mr. Taylor provided a photo that was taken after a substantial rain of approximately 3 inches. The water stands for about two days. The Committee would like the area researched. Mr. Taylor will forward an email with the photo and address of the location to Ms. Harrison to send to M&O for follow up.
- Pot Hole Status – Ms. Harrison stated the area was checked and the drop offs can be filled in; however it may not be feasible to go back as far as 10 feet and it may be necessary to continuously fill in the drop offs. The Committee requested that the very deep drop off at the end of Henry Morgan be filled in. Ms. Harrison will follow up with M&O for a status.
- Landscaping/Signage – There was extensive discussion regarding the design and an estimate for the entry way, signage and median landscaping project. Mr. Taylor has a meeting set for next week with Mr. O'Connor to discuss this item. Ms. Harrison stated that the Finance Department verified that funding is available for the design. The POA board gave permission to have the item handed off to the MSBU for discussion and funding. Funding was already in the budget under Survey. Mr. O'Connor is ready to move forward with design with the Committee's approval. The construction cost would be determined after the design is complete. The construction could be done in phase. The Committee agrees to move forward with the landscaping of the first 952 feet of the median, the entry way and signage. Mr. Yaffey made a motion to have Mr. O'Connor move forward with proposals for the design; the motion was seconded by Mr. Fleming and passed unanimously. There was discussion regarding the Sunshine Law. Mr. Taylor agreed to meet with Mr. O'Connor by himself next week and send a confirmation email to Ms. Harrison with a copy to the rest of the members so they will know the status. Any questions or comments should be directed to Ms. Harrison in order to abide by the Sunshine Law. Three members of this Committee are also members of the POA Board. Only one MSBU Committee member is allowed to speak at the POA meetings. There was discussion regarding the current assessment and the need to increase the rate. The current rate generates \$20,000 a year. An assessment rate increase will require community outreach and must be planned ahead due to the 2 year budget cycles. The maximum rate could be raised through the public hearing process; however that full maximum rate doesn't have to be assessed. Finance is comfortable with decreasing the Waterway Unit's assessment; that would offset an increase to the Streets & Drainage rate. That could be communicated to the public in the letter and information packet that is mailed to the citizens.

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Ms. Harrison asked for the Committee's input with putting the packets together suggesting one member from the S&D Unit and one from the Waterway Unit work together. The packet of information will be mailed to the residents with a post card to be returned to the County. The postage will be the S&D Unit's responsibility. This will need to be done as soon as possible so it can be completed before September. The design project must be done first. There was discussion regarding the County not contributing to the MSBU for the entrance way. Ms. Harrison stated the signs are on private property. The electric cost will be the MSBU's responsibility.

New Business:

- Financial Reports – The 6 Month Actual report was emailed to the Committee for review. Ms. Harrison explained the report.

Open Discussion:

- Mr. Yaffey stated that people are not stopping at Jolly Roger Blvd. and Yacht Club Blvd. The Committee requested additional signage. Ms. Harrison will follow up with the transportation engineer.

The next meeting is scheduled for Thursday July 31, 2014

Items for next agenda:

1. Rate Increase
2. Mail out information
3. Line & Grade

The meeting was adjourned at 3:04 p.m.

Submitted by:



Sandy Wright
Public Works Department

