

**MEETING MINUTES**  
**ROTONDA WEST ADVISORY COMMITTEE**  
**April 14, 2011**  
**2:00 pm**

**Attendees:** John Peszko, Scott Schermerhorn, Olga Durham, Stanley Plizga, Gerry Townsend  
Absent – Charles Dodd  
County – Bob Halfhill, Tara Musselman, Joanne Vernon

The meeting was called to order at 2:00 pm

**Old Business:**

- Mr. Halfhill gave a brief update on the addition of beautification into the Street & Drainage MSBU. The BCC has set the Public Hearing for April 26, 2011, to consider this action.
- Discussion regarding the Parade Circle multi-purpose pathway. Ms. Musselman stated that she spoke to the design consultant this morning and they are almost ready to deliver the 60% plans. They are just waiting for their electrical contractor to deliver their portion
- Discussion regarding the lighting/running electric to the bridges. It was determined that there was a miscommunication and this entire project has been put with Beautification.
- Discussion regarding the appropriation of \$450,000 for a complete drainage study of Rotonda West. Committee agrees that staff time will start now so that Ms. Vernon will be ready to go out for RFP on October 1, 2011. Ms. Vernon will send the Committee a copy of the RFP to review before it goes out.
- Discussion regarding Project Management. Community is upset that projects are taking so long. Mr. Halfhill stated that he has assigned Ms. Musselman to work with Engineering as a Project Manager to help oversee some MSBU projects. There are over 50 current projects in Engineering with only four Project Engineers.
- Discussion regarding the Weirs. The contractor is now past our contracted completion date. They will be paying liquidated damages for this project. As it stands now the project should be completed by the beginning of May and the contract will owe approximately \$85,000.

**New Business:**

- Budget Review and Discussion- Ms. Musselman has revised the budget per our last meeting. The CIP page for the Weir Replacement has been adjusted to show the actual contract amount, not the original estimate. The CIP page for bridge rehabilitation was \$1 million. We have pushed that out to FY13 and left \$316,000 in for design in FY12; knowing construction could not take place before FY13. Sidewalk project design was as it was out to Boundry Blvd., however; the construction cost was cut to show the sidewalks only going to Rotonda Circle. We put construction for East and West in FY12 and North in FY13. Mr. Free has gone back and adjusted his budget based on the work he has already completed this year. The new projected fund balance is \$963,376. The rate has been reduced to \$70. Mr. Schermerhorn made a motion, seconded by Ms. Durham, to approve the budget as presented. All in favor. Motion carried.

The meeting was adjourned at 3:40 pm

Respectfully submitted,

Tara L. Musselman  
Municipal Services District Representative