

MEETING MINUTES
SOUTH BURNT STORE STREET & DRAINAGE ADVISORY COMMITTEE
November 5, 2013 – Regular Meeting
10:00 a.m. – Public Works Conference Room

Attendees: James Brown, Sandra Funk, Robert Hancik, Richard Mathis and Robert Pietrasanta

Absent: Robert Carlson (excused)

County: Dawn Harrison, Tara Musselman and Sandy Wright

The meeting was called to order at 10:10 a.m. A roll call was taken. A quorum was present.

The minutes from August 7, 2013 were unanimously approved as amended.

Mr. Hancik (Chair and President of the POA) announced that he is not eligible for another Presidential term of the POA. Mr. Pietrasanta is the new President; all future information should be sent to him.

Old Business:

- Lighting Project – Ms. Musselman reported that the wiring is currently being installed and the light poles should be installed within the next two weeks. The light pole contractor sent an email stating they were about 3 weeks behind. The project is still on track to be completed on December 5, 2013. There was no rain days awarded to the project. Liquidated Damage fees will be charged if the project is not complete on time. There was later discussion regarding ordering an additional light pole to be used as a spare. Ms. Harrison will follow up and report back.
- Sidewalks – The RLI's were received back last week. There were 13 responses. They were sent to the Purchasing Department for approval to start negotiations for scope and fees. They will be prioritized based on the Applicant's letters. The Committee expressed their concerns regarding the wavy, ripple effect that exists on the sidewalks that were previously installed. After a design firm has been selected; Ms. Musselman will set up a meeting with the members to discuss their concerns. The sidewalks are not being used as they should be due to the ripple condition. Ms. Musselman stated the design firm should be selected by then and will be invited to the next regular meeting. The Committee agreed to table this discussion until the next meeting.
- Road Paving – There was extensive discussion regarding the need for road paving, the funds available in the budget for paving and a possible rate increase to fund a paving project to avoid borrowing and paying interest on a loan. The Committee asked for a road assessment, Ms. Harrison will forward the request to the Engineering Department. The current maximum rate for this MSBU is \$356.46. A public hearing will not be required for a rate increase that does not exceed the maximum amount. The BCC currently requests that a mail out be done prior to a rate increase to get community feedback. There was discussion regarding including the mail out in with the POA Annual Meeting documents next August and possibly including paving on the ballot, in an attempt to save on postage for two mailings.

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New Business

- Activity Report – The report was distributed for review and discussion.

Open Discussion:

- Drainage Problems – Documents and photos were provided to pass on to the M&O Department.

The next meeting is scheduled for Tuesday, February 4, at 10:00 a.m. at Public Works.

The meeting was adjourned at 11:46 a.m.

Submitted by:



Sandy Wright
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION**

**SOUTH BURNT STORE STREET & DRAINAGE ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: Tuesday, February 4, 2014

MEETING TIME: 10:00 A.M. – Public Works Conference Room

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

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