

MEETING MINUTES
SOUTH BURNT STORE STREET & DRAINAGE ADVISORY COMMITTEE
February 4, 2014 – Regular Meeting
10:00 a.m. – Public Works Conference Room

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

County: Dawn Harrison and Tara Musselman

The meeting was called to order at 10:00 a.m. A roll call was taken. A quorum was present.

The minutes from November 5, 2013 were unanimously approved as amended.

Old Business:

- Lighting Project – Ms. Musselman reported the FPL meters should be installed. There was discussion regarding lights that are not working at various locations; they should be corrected by the end of the week. The Committee stated that the light on Peppercorn and the one at Rio Togas and Cabana is not working. Ms. Musselman will check with the lighting department. Three out of the five lights are working. The Committee members are not happy with the delays on the project. An error was made on the amount of the check that was issued by the County to FPL. Two of the invoices that were supplied to the Finance Department were copies that were made by the County and were the same invoice; Finance cut one check to FPL instead of two checks that should have been issued.
- Sidewalks – Todd Rebol was present from Banks Engineering to receive clarification from the Committee on the size of the sidewalk and the type of material that will be used. Mr. Rebol requested confirmation on what side of the street they would like the sidewalk to be installed; the Committee agreed on the South side of Saragossa and the North side of Vincent. The scope of service is complete. The question was asked if the contractors can install a slip form into the concrete sidewalk. We can place the information for a slip form into the specification to construct the sidewalk. The new sidewalks that were installed in the County had no issues. The County counts on the Inspectors that oversee the construction of the sidewalks to make sure they are to grade. On November 20, 2013 the scope of work for the project was emailed to the members. On December 19, 2013 the schedule of the project was emailed to the members. The design will be done as one project. The sidewalk will not be constructed until after October 1, 2014. The specification should be completed 100 percent by the June/July time frame. The goal is to get the sidewalk project completed at one time. Today prices for curbing are at \$15.00 a foot. The committee agreed to have a grass strip near the road before the sidewalk instead of curbing.
- Drainage – At Capehorn and Saragossa the sidewalks drops down and there is standing water at that location, photos were provided to Maintenance & Operations. Ms. Harrison will check on the status of complaint.
- Tree Removal – If the trees on Capehorn, Peppercorn, Vincent and San Inez are all removed at the same time; line and grade work will not be required in all areas.

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Survey work would need to be done to determine the grade. They have three hundred trees that they are considering removing. A contractor will remove the trees and fill in the holes after they are removed. M&O will not be able to perform the survey; all survey work is performed by the Survey Department. Survey work will not be required on the portion of Vincent where the sidewalk is being installed. We have four crews in the County that can perform the line and grade work. The funding for the work is not budgeted. Survey work could be done now; Ms. Harrison will check with the Survey Department to get a cost for the work.

New Business

- Financial Reports – The Activity and Actual Reports were distributed for review and discussion.

The next meeting is scheduled for Tuesday, May 13, 2014 at 10:00a.m. in the Public Works Conference room.

The meeting was adjourned at 11:22 a.m.

Submitted by:

Dawn Harrison
Public Works Department

