

SPECIAL MEETING MINUTES
SOUTH BURNT STORE STREET & DRAINAGE UNIT ADVISORY COMMITTEE
June 4, 2015 – Special Meeting
10:00 A.M. - Public Works Conference Room

Attendees: James Brown, Sandra Funk, Richard Mathis, Robert Pietrasanta, and Paula Short
Absent: Robert Hancik
County: Mike Dallenbach, Dawn Harrison, Tara Musselman, Francine Lisby, and Kelly Louttit
Guests: Sign-in sheet attached

The special meeting was called to order at 10:00 a.m. A roll call was taken that established a quorum was present. Membership status was reviewed.

Citizen Input on Agenda Items Only (3 Minute Limit)

- None

Unfinished Business:

- Sidewalks /Financials: Mr. Brown indicated the Burnt Store Road Project will be complete November 15, 2015 and the sidewalks will have to be sloped to fit with the new road. Ms. Musselman noted the sidewalk project will connect with the existing sidewalks on the west side. Discussion continued relating to the loan and the timeframe of the project. Ms. Lisby stated the funding for the project will be an interest free internal loan for FY16 and in FY17 monies will be removed from the MSBU to repay the loan in full. Ms. Musselman questioned if the Committee would like to complete all three roads in the project. Ms. Funk asked if there will be enough money to do all three. Ms. Lisby confirmed. Ms. Funk is concerned about a drainage issue at the Northeast corner of Saragossa to the roundabout. Discussion continued relating to the drainage issues. Mr. Dallenbach stated the area in question has been reviewed by staff and line and grade can be performed to fix the drainage issue. The work would be performed by Public Works and is not related to the sidewalk project. Ms. Funk motioned to go forward with the loan and complete all three areas for the sidewalk project, Mr. Pietrasanta seconded and motion passed unanimously. Ms. Musselman advised the bid specs and calculations have to be revised due to the additional streets being added to the project and the packet will be submitted to Purchasing in approximately three weeks. Discussion continued regarding Purchasing procedures. Ms. Musselman advised the Committee an Engineering Inspector has not been hired to oversee the sidewalk project and more details will be known when the project is ready to be awarded. Ms. Lisby stated due to the sidewalk project, Fiscal will be paying close attention to the fund because of the small balance that will remain after repayment of the loan in FY17.
- **Advisory Committee Open Discussion:**
- none

Citizen Input on MSBU Related Items Only (3 Minute Limit)

- none

The meeting was adjourned at 10:19 a.m.

Submitted by:

Kelly Louttit
Public Works Department

**CHARLOTTE COUNTY
 PUBLIC WORKS DIVISION
 SOUTH BURNT STORE S&D ADVISORY COMMITTEE SPECIAL MEETING
 ATTENDANCE ROSTER**

MEETING DATE: THURSDAY, JUNE 4, 2015

MEETING TIME: 2:00 P.M. – PUBLIC WORKS CONFERENCE ROOM

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

NAME (please print)	Email Address	Telephone Number
Dawn Harrison, MS DR	Dawn.Harrison@charlottefl.com	575-3613
Kelly Louttit, Admin	Kelly.Louttit@charlottecountyfl.gov	575-3692
Sandy Funk	office@bslpoa.org	639-5881
Paula Short	pjsaved3@gmail.com	234-980-3229
Tim Brown	TBROWN4087@Aol.com	637-8690
Rick Mathis	SAILARMY21@Embargo.com	661-3822
ROBERT PIETRASANTA	trebor32@hotmail.com	637-7454
Tara Musselman		575-3609
Francine Loby	Francine.Loby@charlottecountyfl.gov	164-4978
MIKE DALLENBACH	MIKE.DALLENBACH@CHARLOTTECOUNTYFL.GOV	575-3635