

REGULAR MEETING MINUTES
SOUTH BURNT STORE STREET & DRAINAGE UNIT ADVISORY BOARD
January 26, 2016 – Regular Meeting
10:00 A.M. - Public Works Conference Room

Attendees: Richard Mathis, James Brown, Robert Hancik, and Sandy Funk

Absent: Robert Pietrasanta

County: Mike Dallenbach, Dawn Harrison, and Kelly Louttit

Guests: Sign-in sheet attached

The 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.

The Advisory Board viewed a previously recorded presentation on Roberts Rules of Order and the Sunshine Law and signed the acknowledgement form.

Changes to the Agenda: No changes were made by the Advisory Board.

The minutes from the October 27, 2015 were unanimously approved as written.

Citizen Input on Agenda Items Only (3 Minute Limit)

- No citizens present.

New Business:

- Sidewalks: Ms. Harrison stated the contractor selection will be approved at the Board of County Commissioners meeting today. Ms. Funk discussed sidewalk prioritization advised the project manager said prioritization would be determined by the contractor. Ms. Funk would like the contractor to start the sidewalks on Rio Togas then proceed to Vincent and Saragossa. Ms. Harrison will forward the information to the Project Manager. Start date was discussed. Mr. Brown questioned specs for the sidewalk after the construction of Burnt Store Road and asked if the entrance of South Burnt Store is different. Discussion continued regarding landscaping and irrigation damage surrounding the Cape Horn Entrance during the Burnt Store Road project. The Advisory Board has requested the road contractor restore the area to the original condition. Ms. Harrison will consult with the County Engineer regarding the matter.
- Update on Drainage request: Ms. Funk provided additional drainage requests to Mr. Dallenbach. Discussion continued regarding driveway pipe replacement and line and grade work needed in the area. Mr. Dallenbach will check on the work order requests for Balearic. Discussion continued regarding placement of additional speed limit signs in the area. Ms. Harrison will consult with Signing and Marking.

Unfinished Business:

- Election of Chair: Mr. Hancik elected Mr. Brown as Chair; seconded by Ms. Funk and Mr. Brown accepted the position.
- Election of Vice: Mr. Hancik elected Mr. Mathis as Vice; seconded by Ms. Funk and Mr. Mathis accepted the position.
- Financials: Ms. Harrison distributed the nine month actual report for the Advisory Board review and discussion. Street sign versus speed sign expenditures were discussed. Ms. Harrison will email the twelve month actual report to the Advisory Board. Roadwork, line and grade, and specialty mowing charges were discussed.

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

- No citizens present

Advisory Board Open Discussion:

- Ms. Funk questioned when the power to the lights on the south side of Cape Horn will be restored and stated a flag pole was destroyed by a contractor. Ms. Harrison will check with the project manager for updates.
- The Advisory board would like to discuss rate increases for South Burnt Store at the next meeting.

- Mr. Brown discussed a newspaper article regarding MSBU's.
- Mr. Hancik discussed POA involvement with the MSBU regarding community outreach. Ms. Funk stated the POA by-laws and deed restrictions were recently amended.

Items on next agenda:

- Costs for the signs
- Drainage
- Sidewalks (priority)
- Rate increases and estimated paving costs

The next meeting will be held on Tuesday, May 3, 2016 at 10:00 am in the Public Works Conference Room.

The meeting was adjourned at 11:45 a.m.

Submitted by:

Kelly Louttit

Public Works Department