

MSBU Advisory Committee Meeting Minutes 01.12.2021

MEMBER 1	MEMBER 2	MEMBER 3	MEMBER 4	MEMBER 5
Cherry Sherman	Andrea Smith- Blackwood	Kathy Gesslein	Gary Hartman (CHAIR)	Scott Parrish (VICE CHAIR)

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- **COMMITTEE ROLE CALL**

- Call to Order @ 6:02pm
- All members present
- Pledge of Allegiance

- **ADOPT PREVIOUS MINUTES**

- Minutes of 13 Oct 2020. Motion to adopt made by Scott Parrish seconded by Andrea Smith-Blackwood. Motion carried unanimously.
- Minutes of 20 Oct 2020 Special Meeting. Motion to adopt made by Andrea Smith-Blackwood seconded by Kathy Gesslein. Motion carried unanimously.

- **ADOPT AGENDA:**

- A motion was made by Scott Parrish to adopt the agenda with the following additions;
- Commercial Property Assessment - Gary Hartman
- House Keeping - Gary Hartman

Motion was seconded by Kathy Gesslein. Motion carried by unanimous vote.

- **NON-AGENDA AUDIENCE**

- None

- **AGENDA ITEMS**

- **(added) Housekeeping – Gary Hartman:** Gary raised this issue to address a couple of subjects that he referred to as housekeeping.

1. reaffirm that the purpose of the MSBU Committee is to assist the BOCC in setting the assessment and providing input on how the assessment expenditures should be applied to benefit the Sunny Hills Community.
  2. Gary mentioned that the agenda for the MSBU Committee meetings should come from the committee members and not the coordinator. The coordinator is a county employee and acts as the liaison between the county and the MSBU Committee.
- **(added) Commercial Property Assessment – Gary Hartman:** Gary raised this issue to inform the committee members that there seems to be a disparity in the way that commercial properties are assessed. This was brought to light by an individual who questioned the assessed amount for a tract of land vs another large tract of land. It was mentioned that there is no one currently involved in the MSBU that knows how this came about but it is the determination of the current committee members to address this and arrive at a reasonable and responsible conclusion that is equitable for all commercial property owners. There was much discussion on the possibility of having to rewrite the MSBU ordinance to fully address the assessment and how it is applied to commercial properties. It is the desire of the committee to be fair, equitable, and consistent.
- **Installation of 2 lights on Shenandoah near Galaxy - MSBU Coordinator:** The coordinator provided the committee members with an information packet on the installation of two roadway lights. It was stated that this was in direct response to the accident that had occurred, and if the speed limit was being observed the accident may not have taken place. This led to much discussion on lighting along Shenandoah Blvd. The coordinator explained the budgeted amount for new lighting installation and the impact it has on the line item that is used to pay the monthly lighting bill. The coordinator explained that if the committee felt strongly about adding additional lights, they could address them over a period from what is budgeted, or they could transfer funds from another line item to cover expenses. It was mentioned that a light at the curve at Deadening Road would be beneficial. This is a separate issue that will need to come before the committee at a scheduled meeting. The coordinator informed the committee that there are no power poles from Baldwin to Galaxy, so there is little that can be done with that stretch of Shenandoah. A motion was made by Scott Parrish to have two lights installed, per Gulf Power information, on Shenandoah near Galaxy PL. Seconded by Andrea Smith-Blackwood. Motion carried with a 3/2 vote with Gary Hartman and Kathy Gesslein dissenting.
- **Security System at Wilder Park - MSBU Coordinator:** This item is being tabled until a new plan and associated costs can be determined. The original plan of utilizing the Gulf Power poles to install cameras was shot down by Gulf Power in an email to the MSBU Coordinator dated 7 January 2021. Scott Parrish expressed a desire to be involved with

the development of a satisfactory plan to resolve this long-standing effort. This project continues to be pushed to the back but needs to be continually addressed until completed. This was for information only and no vote was required at this time.

- **Repairs to Wilder Park Playground – MSBU Coordinator:** This item was tabled. The coordinator is waiting on information from James Peacock with Playmore Recreational Products and services, which had been promised for the meeting. The coordinator plans to bring the information to the County Administrator for presentation to the BOCC since the park does fall under them. This was for information only and no vote is required at this time.
- **Meeting Calendar –MSBU Coordinator:** The coordinator provided the committee with two possible schedules for the MSBU Meetings for the year. One schedule was for Monday meetings and the other was for Tuesday. After much discussion as to who may or may not be available when, Andrea Smith-Blackwood injected that the committee should probably meet quarterly as a Covid response and in accordance with the ordinance. After some additional discussion as to what day works best for everyone it was decided on Wednesdays. A motion was made by Andrea Smith-Blackwood to have the MSBU Committee meetings on the first Wednesday of the quarterly months, April, July, and October. Motion seconded by Cherry Sherman. Motion passed unanimously. It was mentioned by the Chairman that a special meeting would be called if and when required.
- **2021 Repaving Plan – MSBU Coordinator:** The coordinator presented a plan for FY21 to the committee. The purpose of the presentation was to get by-in and approval to move forward with the gathering of cost data. The coordinator expressed that the actual plan would have to be tweaked many times as cost analysis becomes available. The finalized plan would hopefully be available for the July 2021 meeting or there may be a need for a special meeting to keep project rolling along. As it stands now the following roads are being addressed; Westbrook (1 mile from Flagler), Cara Ct, Barrington Cir, Hemlock Cir, Villa Ct, Richmond St, and Marathon St. As mentioned, when costs data is received the plan will be scrubbed and finalized. During discussion it was mentioned by Scott Parrish that there have been many complaints about Westbrook. He also asked if the county could address the repair of Cavalier since it leads to a county boat landing. The coordinator or the chairman will address this with the County Administrator. Gary Hartman inquired if stripping was part of the estimated costs and that if it were not then it should be. A motion was made by Kathy Gesslein to allow the coordinator to move forward with the addressed roads and to work with the County Engineer to get associated costs identified in order to solidify the plan. Motion was seconded by Scott Parrish. Motion passed by unanimous vote.

- **Assessment Increase:** Tabled until more information becomes available. The planned meeting in Fort Walton was canceled due to Covid. The County Administrator is working with counsel to determine a path forward. In the end the ability to raise the assessment or not will be determined on a legal footing.

- **MSBU COORDINATOR UPDATES**

- **FY20 Budget Carry Over** – The coordinator provided committee members with budget data that reflected the carry over going into the Road Repair line item. The coordinator did mention that he needed to work with the clerk's office to since the reallocation of the contingency budget line item into the road repair line item may have been a misunderstanding.
- **Fountain Lights Purchased and Installed:** Job completed.
- **New Pump Purchased and Installed:** Job Completed.
- **Plan for 2021 Mowing Contract:** The coordinator expressed the need to address the continuance of the mowing contract at the same cost and scope as FY20. A motion was made by Kathy Gesslein to renew the contract IAW county procedures at the same cost and scope of FY20. Motion was seconded by Andrea Smith-Blackwood. Motion carried unanimously.
- **Reminder MSBU3/4/5 are up for renewal March 2021:** The coordinator advised the committee members they needed to express desire for renewal or request a vacancy be announced. All members expressed a desire to continue to serve. The coordinator will provide this information to the County Administrator.
- **Most Road Signs Identified Previously Have Been Addressed:** Coordinator provided information to a concerned citizen that road signs he had reported as missing have been addressed, although there are a couple of exceptions. This was for informational purposes only.
- **Repair to Remaining Solar Lights (7):** Coordinator briefed that the committee needs to keep this in the background for a possible project should funding be available. At present time the cost was not factored into the budget, but end of year will be a better determination. The coordinator is to provide an update as to exactly which lights would be most beneficial to repair and which lights are currently working out of the seven.

- **COUNTY ADMINISTRATOR**

- Not Present

- **PUBLIC COMMENTS**

- None

- **ADJOURN**

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- Next meeting scheduled for 7 April 2021 @ 6pm
- Motion to Adjourn made by Andrea Smith-Blackwood, Seconded by Kathy Gesslein; motion carried. Meeting adjourned at 8:12pm.