

Burnt Store Isles Association Board of Directors Meeting

Zoom Conference Call

April 3, 2020

Called to Order 9:00 am

1. PLEDGE OF ALLEGIANCE

2. UPDATE: PUNTA GORDA POLICE DEPARTMENT AND NANCY PRAFKE, MAYOR

Chief Davis, Punta Gorda Police Chief gave us an update on their focus. Currently they are busy with COVID-19 enforcement. At this time they are reminding people of the new ordinances.

Mayor Prafke also updated us on the City of Punta Gorda's COVID-19 response.

3. ROLL CALL

Officers Present

Bill Courtney, President
Faith Ferris, Vice President
Bill Page, Treasurer
Libby Strong, Secretary

Directors Present

Rick Allen, Community Standards
Jenny Anderson, E Communications
Joe Meyer, Legal Liaison
Ken Williams, Membership
CJ Metcalfe, Neighborhood Security
Mary Boeringer, Planning
Donna Nowak, Social
Mary Ann Gilroy, Special Projects

Ian Milne, Past President

All members were present and a quorum has been established.

4. REVIEW AND APPROVE BOARD MEETING MINUTES

Libby Strong moved and Faith Ferris seconded the approval of the minutes as corrected dated March 6, 2020. Motion carried.

5. OFFICER'S REPORTS

President – Bill Courtney

BSI Traffic Issues Status Update April 3, 2020

The following has been compiled by Bill Courtney and C.J. Metcalfe from a series of meetings and email exchanges between and among various members of City staff regarding the initiatives recommended by the BSIA Board to help slow, redirect or better control traffic within BSI.

1. Additional Speed Limit Signs – Once the City Council approves the police will advise as to where the signs should be placed.

- a. 3/6/20: Motion passed BSIA Board meeting to request the City on the need for and placement of additional speed limit signs in BSI per the recommendation of Chief Davis
- b. 3/26/20: Per emails from Mark Gering, Public Works Engineering Manager, and Chief Davis, the PG City Council sets policy regarding additional speed limit signs. Once the go ahead is given by Council, Punta Gorda Police will make the decision on the placement of the signs, consulting with Public Works to make sure there aren't any issues. Public Works will then handle the installation.
- c. 4/1/20: Email sent to Nancy Prafke by Bill Courtney on behalf of the BSIA Board requesting the placement of additional signs.
- d. 4/3/20: **Per the recommendation of Nancy Prafke, Bill will re-issue the email requesting additional speed limit signs to all members of City Council prior to the April 15 council meeting when the item will appear on the agenda.**

2. Installing "Cross Traffic Does Not Stop" Signs at Key Intersections – City Department of Public Works will install the signs when they are received.

- a. 12/31/19: Email from C.J. Metcalf to Karen Smith, City Clerk, proposing the City install on the existing stop sign poles an additional sign stating, Cross Traffic Does Not Stop, at Madrid and Monaco, Tripoli and Monaco, and Tripoli and Madrid.
- b. 2/28/20: C.J. Metcalfe and Bill Courtney met with Mark Gering, Public Works Engineering Manager, to discuss a number of traffic issues within BSI, including adding Cross Traffic Does Not Stop signs at the key intersections. Mark stated that he did not see a problem doing this and would provide an update.
- c. 3/2/20: Per Mark, "We will install four Cross Traffic Does Not Stop at Madrid/Monaco, Monaco/Tripoli. d. 3/26/20: Per Mark the signs have been ordered and will be installed upon arrival.

3. Request for Accident History for Madrid/Tripoli Intersection: **Received**

a. 3/27 and 3/30/20 Update per Chief Davis: Madrid/Tripoli: two accidents in the last five years. One distracted driving tuning a radio and hit a tree; The second was a car hit by a wind-blown construction sign. None due to failure to yield or obey the stop sign.

4. Should a High Visibility Crosswalk be Installed at Madrid/Tripoli? **Mark Gering advised against the option, so the Board is not going to move forward with this issue, but will follow-up to make sure the striping is refreshed.**

a. 3/2/20 Update per Mark Gering, "I did find a report that we SHOULD NOT put a high visibility crosswalk marking here as accident rate will likely go up from a false sense of protection. Looking at other options based on the outcome of traffic accident history."

b. 2/28/20 meeting with Mark Gering he committed to at refresh the painting of the existing white crosswalk stripes at this intersection once the sidewalk construction is completed per a request from C.J. Metcalfe.

5. Request for Accident History for Madrid/Monaco re Possible Need for 4- Way Stop. – **The Board is going to put this to the side until we see how the other measures work.**

a. 3/27 and 3/30/20 Update per Chief Davis & Mark Gering: Madrid/Monaco: two accidents in the last five years, both due to running the stop sign on Madrid.

1. Per Chief Davis, "It's a pretty low number so I don't know if that would be enough to justify a 4-way stop."

2. Per Mark Gering, "I would recommend against a traffic study. The traffic volumes are such that a 4-way stop would work there if City Council has the desire. As an engineer, the low volume of crashes doesn't warrant that I request City Council to take action. If we put the signs up and we get too many complaints, we can take them down and reuse them elsewhere. We are only talking about \$200."

6. How to Control Commercial Traffic on Tripoli between Monaco and Madrid?

a. Sign Options – **The Board is in favor of the solution to add signage on Madrid and Monaco before the intersections with Tripoli that only allows local delivery commercial traffic to turn onto Tripoli.**

i. 3/2/20 Update per Mark Gering email, "Sign options for No Trucks on Tripoli. Police Chief should be involved as they will need a way to identify violators. Cost of the signs is not an issue."

ii. 3/26/20 Per Chief Davis, "We believe the signs there are sufficient for enforcing, but recommend to Mark that signs be placed prior to Tripoli. Some ideas were diagonally

from the exit of the Publix parking lot so it can be seen by truck drivers leaving the lot and also placed on Madrid prior to turning.”

iii. **4/3/20 Per Chief Davis, she has already spoken to Mark Gering about adding signs to ban thru commercial traffic from turning onto Tripoli from either Madrid or Monaco, and he is in agreement. Chief Davis will request that Mark install the signs on Monaco and Madrid as soon as possible.**

b. Entrance Only from Publix Lot: - **The Board decided against this option at this time.**

i. 3/26/20 per Chief Davis, “The best way to keep trucks from coming onto Tripoli from Publix parking lot is to make that entrance/exit an “Entrance Only”. We need to convince Publix and the owners of the parking lot to make it an entrance only. Then trucks can’t legally come out that way.”

c. Try a Bull Nose Configuration? **The Board is going to ask Mark Gering for the diagram and will take this solution up at another meeting.**

i. 3/26/20 per Chief Davis, “We can also try a bull nose if Council wanted to approve one. Mark has a diagram for how that would work to prevent commercial traffic from turning onto Tripoli from Madrid.

7. Reducing the Speed Limit on Tripoli Between Madrid and Monaco – **The wording of the revised ordinance to put this into effect will be taken up by the Punta Gorda City Council at their meeting on May 6, 2020 for the first or two readings.**

a. 3/27/20 per Nancy Prafke, “Council approved the reduction of the speed on Tripoli between Madrid and Monaco from 30 mph to 25 mph at the Feb. 19, 2020 meeting.”

b. 3/27/20 per Mark Gering, PW will install appropriate signs once directed.

c. 3/27/20 per Chief Davis, “Rick Keeney just reminded me that the ordinance still needs to be changed for the 25 mph zone on Tripoli since Council approved the change. That will be worked on by Macalle (Finkle, City of Punta Gorda Paralegal) once we get through this COVID-19 pandemic.”

d. **4/3/20 Per the recommendation of Nancy Prafke, Bill will issue an email before the May 20 council meeting to all City Council members in support of the speed limit reduction.**

8. Enhancing the Visibility of the Stop Signs on Tripoli at Monaco, on Tripoli at Madrid and on Madrid at Monaco.

a. 2/28/20 meeting with Mark Gering he committed to

i. Painting STOP AHEAD on the roadbed before the intersections

ii. Adding reflectors in the stop line stripe or use reflective paint – **CJ will contact Mark to get clarification on which option we are going to use.**

iii. Investigate the effectiveness of “rumble” strips

Vice President – Faith Ferris

Faith received a list of new construction for Burnt Store Isles and followed up with contractors to make sure their paperwork was on file and fees were paid. She needed to contact 5 individuals that did not submit paperwork. 3 of the 5 have already responded. She will follow up with the other 2.

Faith presented a new Policy and Procedure for a waiver of fence. BSI will waive the BSI Deed Restriction, Paragraph 12, which limits fences panels to thirty-six (36) inches in height and follow the City of Punta Gorda Code of Ordinances maximum height of forty-eight (48) inches. **Jenny Anderson moved and Donna Nowak seconded to approve the policy change. Motion carried.**

Treasurer – Bill Page

Reviewed the financials for BSIA.

Requested that the item of an annual audit be put on the agenda under Old Business for the next Board meeting.

6. OLD BUSINESS

Business Cards - Ian Milne received quotes for business cards. He received quotes from two vendors. Vista Graphics was less expensive. They will print 250 cards for \$16 per box. **Rick Allen moved seconded by Bill Page “the Board will provide cards for those Board Members that want them. The Association will cover the cost of the cards.” Motion Carried.**

7. NEW BUSINESS

No New Business

8. DIRECTOR’S REPORTS

Community Standards – Rick Allen

Rick had 5 architectural requests. He did have one individual that erected a fence without proper approval, but fence was in compliance.

Communication – Jenny Anderson

The new Go Daddy system issues - Board members that reply to emails have their personal email addresses show in the email. She is going to bring options and the Board will discuss them at the next Board meeting.

Legal Liaison – Joe Meyer

The builder on Albacete continues to refuse to comply with BSIA requests for fees and plans. Joe is going to speak with our attorney to see what steps need to be taken.

The “fake” BSI directory was printed again this year. After the publisher received a letter from our attorney, they have added a disclaimer on the second page stating they are not affiliated with BSIA. No other legal action will be pursued.

Membership – Ken Williams

Ken sent a reminder out to members that did not pay their dues. He has received several more checks since the mailing.

Neighborhood Security – CJ Metcalfe

The police department contacted CJ to make sure the security cameras were up and operational. The cameras are even more important as we continue living with a pandemic. She was happy to report that the cameras were indeed working.

Per the motion approved at the March 2020 Board meeting, C.J. sent an email to Nancy Prafke, Mayor and District 5 Council member, requesting a change in City Code Sec. 15-45 to prevent “any person or firm doing door-to-door solicitation to allow anything to be left at an unattended or unoccupied residence. All such items must be handed directly to the occupant.”

Planning – Mary Boeringer

Nothing to report

Social –Donna Nowak

Most of the social activities have been cancelled or postponed. She is in the process of getting our deposit back from Babcock Ranch Eco Tours. Since the BSIA Picnic is being postponed until the fall, the City will hold that deposit.

Special Projects - Mary Ann Gilroy

Shredder Day is going to be cancelled for this year.

9. PUBLISHER REPORTS

Newsletter Genny Ramachandran

The next newsletter should go out in July, subject to ongoing issues.

10. ADJOURN

Meeting adjourned at 11:00 am.

Respectfully submitted by Libby Strong, Secretary

Burnt Store Isles Association, Inc
Burnt Store Isles Association
Custom Income Statement 4
Jan 2020, Q1 2020, Feb 2020, Mar 2020
Options: Activity Only

FINANCIAL ROW	ACTUAL	BUDGET	VARIANCE
Ordinary Income/Expense			
Income			
4100 - Membership Dues	\$18,652.58	\$20,372.00	\$1,719.42
4200 - New Construction Fees	\$1,760.00	\$2,500.00	\$740.00
4300 - Directory Ads	\$2,227.50	\$2,500.00	\$272.50
4350 - Newsletter Ads	\$1,588.80	\$1,500.00	-\$88.80
4400 - Interest Income	\$2.41	\$0.00	-\$2.41
4620 - Badges - Member Paid	(\$4.83)	\$0.00	\$4.83
4700 - Events - Member Paid	\$45.00	\$0.00	-\$45.00
Total - Income	\$24,271.46	\$26,872.00	\$2,600.54
Gross Profit	\$24,271.46	\$26,872.00	\$2,600.54
Expense			
6100 - Landscaping Reserve	\$0.00	\$1,000.00	\$1,000.00
6150 - Landscaping/Property Mgmt	\$1,737.00	\$1,737.00	\$0.00
6300 - Directory Preparation	\$919.65	\$1,000.00	\$80.35
6350 - Newsletter Preparation	\$1,152.64	\$3,200.00	\$2,047.36
6400 - Legal Fees	\$0.00	\$500.00	\$500.00
6410 - Attorney Fees Reserves	\$0.00	\$510.00	\$510.00
6420 - Liability Insurance	\$2,791.00	\$2,750.00	-\$41.00
6500 - Donation Given	\$0.00	\$250.00	\$250.00
6700 - Events Member Paid	\$100.00	\$0.00	-\$100.00
6710 - Events BSIA Paid	\$53.50	\$700.00	\$646.50
6730 - Storage Unit Rent	\$131.61	\$135.00	\$3.39
6750 - PO Box Rental	\$100.00	\$200.00	\$100.00
6760 - Postage and Delivery	\$176.88	\$500.00	\$323.12
6770 - Safe deposit Rent	\$0.00	\$100.00	\$100.00
6800 - Software	\$0.00	\$150.00	\$150.00
6810 - Web Data Remote Hosting	\$0.00	\$540.00	\$540.00
6820 - Web Emails Constant Contact	\$790.08	\$630.00	-\$160.08
6830 - State Fees	\$61.25	\$65.00	\$3.75
6900 - Misc. Expense	\$746.40	\$1,000.00	\$253.60
6910 - Office Supplies	\$0.00	\$300.00	\$300.00
6920 - Surveillance Cameras	\$459.50	\$750.00	\$290.50
6930 - Meeting Room Rent	\$0.00	\$200.00	\$200.00
6940 - Shredder Day	\$0.00	\$400.00	\$400.00
6950 - Banners	\$0.00	\$250.00	\$250.00
6960 - Underground Wiring	\$410.00	\$3,000.00	\$2,590.00
Total - Expense	\$9,629.51	\$19,867.00	\$10,237.49
Net Ordinary Income	\$14,641.95	\$7,005.00	-\$7,636.95
Net Income	\$14,641.95	\$7,005.00	-\$7,636.95

OPERATING # 23,666.07
 MONEY MKT # 11,145.07

CD #1 # 20,261.84
 CD #2 # 10,130.93
 CD #3 # 10,130.93

