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| Blue Sheet No. 20160289 | Lee County Board Of County Commissioners Agenda Item Report Meeting Date: 6/7/2016 | Item No. 15 |
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TITLE:
Cherry Estates Side Street Road Paving CIP informal petition waiver

ACTION REQUESTED:
Approve the request by the Cherry Estates Operations & Maintenance Advisory Board to waive the informal petition process for the Cherry Estates Side Street Road Paving CIP project and go directly to a formal petition process.

FUNDING:
N/A

Pending approval of the Cherry Estates Side Street Road Paving CIP project, the project cost will be paid for by the affected property owners through an MSBU special assessment.

N/A

WHAT ACTION ACCOMPLISHES:
Allows Lee County staff to create and distribute the formal petition to create the Cherry Estates Side Street Road Paving CIP project. During a recent Cherry Estates Operations and Maintenance meeting, the Advisory Board voted 4-2 in favor of pursuing the creation of an MSTBU CIP project to repair all of the side streets in the Cherry Estates community and going directly to a formal petition, thus waiving the informal petition process. This will eliminate time and effort in gathering signatures for two sets of petitions. The desire to create a CIP project has been conveyed to Lee County staff as being strongly supported among the property owners.

MANAGEMENT RECOMMENDATION:
Approve

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| Requirement/Purpose: (specify) | Request Initiated |
| <input type="checkbox"/> Statute <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Admin Code 3-15 <input type="checkbox"/> Other | Commissioner: All Department: FACILITIES CONSTRUCTION AND MANAGEMENT Division: No Divisions By: Damon Grant |

Background:
To create an MSTBU CIP project requires a two step petition process. The informal petition is the first step in creating a MSTBU CIP Project. The informal petition requires signatures of 50% + 1 of the affected property owners to show support for proceeding with the formal petition, identifying costs and terms of the proposal. If the project requires engineering services, a fee as identified in the External Fee manual will be required. The second step in the petition process is the formal petition. The formal petition requires signatures of 50% + 1 of the affected property owners. The formal petition will clearly describe the services of the project being requested, set forth the method of funding the project, along with the estimated cost of the project.

| Required Review: | | | | | |
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| Damon Grant | Lori Borman | John J. Fredyma | Peter Winton | David Harner | |
| FACILITIES CONSTRUCTION AND MANAGEMENT | Budget Analyst | County Attorney | Budget Services | County Manager | |
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On April 22, 2016 The Cherry Estates Operations and Maintenance unit held the annual budget meeting. During this meeting there was discussion on pursuing a CIP project to repair all the side streets within the Cherry Estates Community. The advisory committee and property owners in attendance expressed to Lee County staff the desire to move forward with the formal petition of obtaining a cost estimate for such project. Administrative Code 3-15 allows the Board of County Commissioners to waive the use of the informal petition process

Attachments:

*Administrative Code 3-15

*Meeting minutes from Cherry Estates O&M 2016 budget meeting