

Minutes of UCRC e-Meeting of the Board

March 17, 2010

Revised: May 10, 2010

By order of the president, an e-Meeting of the UCRC board was convened March 17, 2010.

(Note: a date and/or time appearing next to a comment or vote reflects the time stamp on whatever email delivered the vote or comment.)

Item 1.

Roll Call (done automatically with emails as evidence)

Porter, Trapanese, Levin, Fuller present

Item 2. (Vote “Yes” or “No” or call for discussion)

Waiver of meeting notice as provided in bylaws.

Fuller MOTION to approve, SECOND by Porter. Porter/yes; Trapanese/yes; Fuller/yes; Levin/yes – Motion carried.

Item 3. (Vote “Yes” or “No” or call for discussion)

Approval of **minutes from last two board meetings** (correct as necessary)

-and- review of Annual Meeting minutes (Minutes will be emailed from Secretary Porter)

TABLED (See final motion at end of minutes)

Item 4. (Vote “Yes” or “No” or call for discussion)

Approval of **treasurer’s report** (correct as necessary)

“The UCRC checking account balance is \$14,628.79. There is about \$250 of late arriving donations to be added to the checking account. Savings is a dollar or two over \$8,000. Submitted by John Porter as UCRC treasurer.”

Fuller MOTION to approve, SECOND by Porter. Porter/yes; Trapanese/yes; Fuller/yes; Levin/yes – Motion carried.

Item 5. (Vote “Yes” or “No” or call for discussion)

Approval of **Secretary’s Report** (look for email from Porter) **TABLED** (See final motion at end of these minutes)

Item 6. (Votes will be taken as necessary after discussion)

Old business. (Refer to prior minutes emailed from Porter) **TABLED** (See final motion at end of these minutes)

Item 7. (Votes will be taken as necessary after discussion)

New Business

- A. "Street Captain or Monitor" concept (look for email from Fuller)
Fuller distributes one page outline of "Street Captain or Monitor" concept (see email on 3/16) No motion or discussion yet.
Seeing no discussion, Fuller MOVES (3/31 12:00 a.m.) that we adopt the "Street Captains Project" as proposed on a one-year trial basis, and that it can be revised at anytime by the board. Fuller also volunteers to set up the first 10 Street Captains.
Levin SECOND (3/31 10:47 a.m.)
Fuller votes "Yes" (4/1 8:51 p.m.)
Levin votes "Yes" (4/1 9:52 p.m.)
Trapanese votes "Yes" (4/6 9:48 a.m.)
Porter votes "Yes" (4/20)
Motion carried.
- B. Levin presentation of soil types, resulting road treatments in policy form to be posted on website (review or look for Levin email notes)
Fuller offers three-part outline for presentation of this subject on UCRC website page (3/31 12:18 a.m.) Levin says he will present content for board review and comment in a couple of days. (3/31 1:55 p.m.)
Levin presents (4/6 5:07) soil type map, treatment outline, and pictures for comment.
Fuller (4/13 5:03 p.m.) says maps, charts are great. Wants to see wording change to show flexibility on road widths to allow for better drainage in the Type III and IV areas. Fuller asks for swift comment so info can be put on website.
Fuller (4/14 10:38 p.m.) "Fuller moves that
1. The last versions of the soil map and the chart outlining soil-type specific maintenance be adopted as the UCRC's general guide for road maintenance, and
2. This map and chart be posted on the UCRC section of the UCCA1.com website, and
3. The map and chart can be supplemented or amended at any time by the board."
Trapanese SECOND. (4/14 10:53 p.m.)
Fuller votes "Yes" (4/15 12:06 a.m.)
Levin votes "Yes" (4/15 7:12 p.m.)
Trapanese votes "Yes". (4/21 2:08 p.m.)
Porter votes "Yes" (4/20)
Motion carried.
- C. Set policy re volunteers and who/how volunteers are authorized to operate equipment (Trapanese to lead discussion)

Fuller proposes for discussion (3/16 10:46 p.m.):
"In seeking to accomplish its Mission Statement, the UCRC will make a reasonable effort and put a priority on the use of volunteers, that is, unpaid labor. To comply with our insurance requirements, volunteers who operate powered

equipment must be current members of the UCRC. A current list will be maintained of those individuals who have been briefed, trained and authorized to operate said equipment."

Pending motion or further discussion...

Trapanese MOVES to table until next physical meeting. (4/6 9:48 a.m.)

Fuller SECOND. (4/6 11:55 a.m.)

Fuller votes "Yes" (4/6 12:01 p.m.)

Levin votes "Yes" (4/6 5:24 p.m.)

Trapanese votes "Yes" (4/14 10:36 p.m.)

Porter votes "Yes" (4/20)

Motion to **TABLE** carried.

- D. Set policy of how we solicit and hire contractors to do work not done by volunteers (Trapanese to lead discussion)

Fuller proposes for discussion (3/16 10:46 p.m.):

"When the board determines that the volunteer pool and availability is insufficient to accomplish the goals of the Mission Statement, then it may enter into financial agreements with local businesses or individuals to get the work done. Evidence of licensing and insurance will be required from the contractor."

Pending motion or further discussion...

Trapanese MOVES to table until next physical meeting. (4/6 9:48 a.m.)

Fuller SECOND. (4/6 11:55 a.m.)

Fuller votes "Yes" (4/6 12:01 p.m.)

Levin votes "Yes" (4/6 5:24 p.m.)

Trapanese votes "Yes" (4/14 10:36 p.m.)

Porter votes "Yes" (4/20)

Motion to **TABLE** carried.

- E. Road maintenance schedule (requested by Trapanese)

Fuller MOTION to combine this item with H. and I.

SECOND by Levin (3/19 10:25 p.m.)

Pending more discussion, standing by to vote...

Fuller votes "Yes" (3/31 12:31 a.m.)

Levin votes "Yes" (3/31 1:03 p.m.)

Trapanese votes "Yes" (4/6 9:48 a.m.)

Porter votes "Yes" (4/20)

Motion carried.

Discussion: Trapanese suggests 3 hrs of raking per week on main roads - once the crowds leave, more heavy work on Seair Lane(east), finish filling near NCIC, and work on potholes on Schooner. The scheduled raking has improved road surface. (note: when it rains - we will get wet - depending on quantity of rain - it will puddle)

Fuller MOVES (4/6 11:55 a.m.) that "The board authorize the president or his designee to:

1. Purchase up to 3 hours per week of tractor labor at a rate not to exceed \$25/hour to be used on the "main roads" as he deems necessary.
2. When he deems it feasible, purchase up to 3 hours per week of tractor or other labor to be used on the "side roads" in response to requests from Street Captains.
3. Purchase fuel, labor and/or parts to keep equipment in good operating condition.
4. When he deems it feasible, seek and use volunteer labor before hiring paid help."

(Fuller will amend this motion, if others need changes.)

Levin (4/14 12:11 a.m.) raises several points:

- Levin willing to supervise labor if it can be scheduled on Saturdays
- A few areas are in need of attention before summer
- Suggests \$2000 as an authorization amount to be spent on various problem spots
- Several other recommendations on capital improvements vs. operational items in the budget

Fuller (4/16 7:50 p.m.) says his motion is not intended to guide specific work, but to give the president the required authorization to move ahead on maintenance as permitted under the recent policies adopted by the board. In response to Levin remarks and to attempt to clarify, Fuller amends his motion to read:

1. "The board authorizes the president or his designee to purchase up to \$2,000 of any kind of labor between now and the end of July to be divided between "main roads" as he deems necessary and "side roads" in response to requests from Street Captains.
2. Purchase fuel, labor and/or parts as necessary to keep equipment in good operating condition.
3. When he deems it feasible, seek and use volunteer labor before hiring paid help."

Levin SECOND. (4/16 9:16 p.m.)

Levin votes "Yes". (4/16 9:16 p.m.)

Trapanese votes "Yes" (4/18 9:44 p.m.)

Fuller votes "Yes". (4/19 3:35 p.m.)

Porter votes "Yes" (4/20)

Motion carried.

Levin requests experimental road test section in south sand dune area. (from original agenda)

Fuller asks Levin to give a little more detail on "test"... which street(s), what test, who? (4/6 11:55 a.m.)

Levin (4/6 5:23 p.m.) outlines test on a T-intersection with Gulf Lane (Type I) using 12 yards (est.) pit shell and sea oats plantings to hold adjacent sand. Cost factor unknown, but could be a "permanent" and exemplary fix.

Fuller (4/13 4:12 p.m.) Fuller in favor if cost can be finalized and nearest neighbors are informed and on-board with idea.

Levin (4/13 10:05 p.m.) says the Type I streets look decent for the moment but problems will return. We should also look for some of the \$15,000 “impact fees” collected by the co. for each new home. Levin suggests proposing test to neighbors first, seek consent, get costs before proceeding with a test.

Fuller (4/16 4:29 p.m.) is very much in favor of a test, but, in agreement with Levin, makes the following motion: Fuller MOVES that the “Type I test” idea be tabled and added to the agenda of the next physical meeting, by which time Levin will bring a firm cost estimate of material and delivery, then we can approach neighbors/Street Captain with proposal.

Levin SECOND. (4/16 9:16 p.m.)

Levin votes “Yes”. (4/16 9:16 p.m.)

Fuller votes “Yes”. (4/21 2:08 p.m.)

Trapanese votes “Yes”. (4/21 2:08 p.m.)

Porter votes “Yes” (4/20)

Motion to **TABLE** carried.

- F. Fund raising approach, to include getting list of island property owners, possible letter to owners with \$50 bill/invoice (Gene Murphy idea) and authorization to represent owners at the County (requested by Trapanese)

Fuller MOTION to table this item until next physical meeting but no later than October to be ready for next annual fund drive.

Trapanese doesn’t want to table. Wants mailing list from Pepper, Murphy to send letter somebody else writes, letter to include representation authority.

Fuller is not in favor of “billing” concept, mail list can be easily/cheaply gotten from county, and we already represent our members by our election. Fuller also thinks we should table in order to focus now on operational needs.

No second so far for this motion...

Levin SECOND (3/31 1:41p.m.)

(Levin adds 6th point (to previous remarks in 3/22 3:44 a.m.) urging at a future time someone should look into revising the stated purpose of the “Upper Captiva MSTU” to benefit road maintenance and clearing debris.)

Fuller votes “Yes” (4/1 8:51 p.m.)

Levin votes “Yes” (4/1 9:52 p.m.)

Trapanese votes “Yes” (4/6 9:48 a.m.)

Porter votes “Yes” (4/20)

Motion to **TABLE** carried.

- G. Grant opportunities (requested by Levin)

Fuller asks Levin for more specifics.

Levin points out that government agencies go after road improvement grants all the time, and, as a non-profit, we would qualify too. Levin volunteers and MOVES that the board authorize Levin to explore grant opportunities to assist in funding Upper Captiva road improvements and to represent the UCRC in pitching our case for some assistance. (ref. Levin email 3/22 at 3:18 a.m.)

Fuller SECOND. (3/30 at 10:01 p.m.)
Levin votes "Yes" (3/31 10:38 a.m.)
Fuller votes "Yes" (4/1 8:51 p.m.)
Trapanese votes "Yes" (4/6 9:48 a.m.)
Porter votes "Yes" (4/20)
Motion carried.

- H. Planning for drainage and grading in pothole areas before summer rains (requested by Levin) (This agenda item is now part of 7.E.)
- I. Experimental road test section in south sand dune area (requested by Levin) (This agenda item is now part of 7.E.)

- J. Road manual concept (requested by Levin)
Fuller asks Levin for more specifics.
Levin presents an example of a BPM (best practices manual) from Massachusetts for maintenance of unpaved roads. He then MOTIONED that the UCRC develop and adopt a published manual by 2011. (ref. Levin email 3/22 at 3:18 a.m.)
Fuller SECOND. (3/30 at 10:01 p.m.)
Levin votes "Yes" (3/31 10:38 a.m.)
Fuller votes "Yes" (4/1 8:51 p.m.)
Trapanese votes "Yes" (4/6 9:48 a.m.)
Porter votes "Yes" (4/20)
Motion carried.

- K. Inventory of equipment and tools we have to work with and opinions on utility (requested by Levin)

Fuller discussion re pictures of some existing equipment (3/17). Levin discussion with notes, drawings and pictures of equipment alternatives (3/18).
Levin MOTION (3/19) to authorize Levin to explore what it would take, who can do it and how much it will cost to do a grader blade retrofit as well as check out the existing rake to see if we need to modify wheels or center link.
Fuller SECOND (3/20).
Pending more discussion, standing by to vote...
Fuller votes "Yes" (3/31 1:06 a.m.)
Levin votes "Yes" (4/1 9:52 p.m.)
Trapanese votes "Yes" (4/6 9:48 a.m.)
Porter votes "Yes" (4/20)
Motion carried.

- L. By-laws amendment to clarify voting and membership (requested by Fuller)

Fuller MOTION to table this item until next physical meeting but no later than October to be ready for next annual fund drive.

Trapanese SECOND (4/6 9:48 a.m.)

Fuller votes "Yes" to table this item, and will propose language to consider sometime this summer. (4/6 11:55 a.m.)

Levin votes "Yes" (4/13 10:54 p.m.)

Fuller votes "Yes" (4/16 4:48 p.m.)

Porter votes "Yes" (4/20)

Motion to **TABLE** carried.

Item 8. (Vote "Yes" or "No" or call for discussion)

Setting of next physical meeting or e-meeting for any other business deemed necessary by any director or directors. Next meeting will tentatively be a physical meeting on Saturday, May 22. Confirmation and place to be announced.

Item 9. (Call for discussion)

Directors to express any **other subjects** they deem necessary to put on the **next meeting's** agenda.

Fuller requests item for next meeting to address, in general, inactive board members, replacement of board members. Workload is high, so all need to participate.

Item 10.

Adjournment (accomplished by completion of voting and discussion—all items either need to be voted on or tabled)

Fuller MOVES (4/21) to:

- a. table 3., 5., and 6., until next meeting to allow Secretary to circulate the previous minutes and report.
- b. Adjourn this meeting.

Trapanese (4/21) SECOND.

Fuller "yes" (4/21)

Trapanese "yes" (4/21)

Levin "yes" (4/22)

Porter votes "Yes" (4/20)

Motion to **TABLE** carried.

Meeting is adjourned.

Minutes submitted for review on April 26, 2020 by John Fuller, VP