

# EXECUTION PROPOSAL FOR PATHWAY MAINTENANCE - draft

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### 1.0 Introduction

#### 1.1 Purpose

This proposal (“Proposal”) provides priorities for executing funds in a new, proposed Pathway Maintenance Special Assessment, based on funding generated in the proposed Assessment Methodology (“Methodology”) to determine the Fiscal Year 2019-20yy Assessment Lien Roll for the Upper Captiva Fire District Board of Commissioners (“BOC”) to assess property owners within the District. This assessment will allow the Upper Captiva Fire Prevention and Rescue Service District to **“provide or require maintenance of roadways, rights-of-way, alleyways, and pathways and docking facilities for fire safety and rescue purposes and to impose fees, impact fees, or assessments upon real property for such purposes”**, as enumerated in Florida Chapter 2004-470.

The intent of this Special Assessment is to maintain all of the public-use pathways on North Captiva Island, from and including Panama Shell Drive on the south end to the northern point of North Captiva Island. The Special Assessment is intended to bring all public-use pathways to a minimum standard for fire and rescue safety purposes and to maintain a clearway free of obstructing vegetation and to provide for consistent scheduled maintenance of those public-use pathways throughout the year.

Pathway maintenance includes 1) trimming offending vegetation that extends into the pathway easement right of way, both native vegetation and owner-planted landscaping; and 2) roadway surface maintenance.

## **2.0 Proposed Governance Structure for Improving and Maintaining Public-Use Pathways**

### **2.1 Board of Commissioners, Upper Captiva Fire Prevention and Rescue Service District**

The Board of Commissioners will have final budgetary and execution oversight in the improvement and maintenance of all public-use pathways on North Captiva Island, including Harbor Bend Drive in Safety Harbor Club.

The Board of Commissioners (BOC) will:

1) Create a 5-person Road Maintenance Committee (RMC) to identify standards for improvement and maintenance of public-use pathways, develop annual priorities for pathway improvement and maintenance, hold public hearings on the proposed annual priority list, and make recommendations to the BOC for annual funding and contract awards during annual budget hearings.

2) The chairperson of the committee will be one of the currently elected Fire Commissioners and he/she will remain on the committee for their term of office on the Fire Commission. Subsequent chairpersons will be appointed by a majority vote of the Fire Commissioners. The 4 additional members of the committee will be selected from willing property owners, by a majority vote of the Fire Commissioners. Members will serve for 2 year terms with seat #1 and seat #3 elected in odd years and seat #2 and seat #4 elected in even years. Seat #5 will be occupied by the appointed Fire Commissioner. Members may be re-appointed at the pleasure of the Fire Commissioners.

### **2.2 Road Maintenance Committee of the Upper Captiva Fire Prevention and Rescue Service District**

The Upper Captiva Road Committee will have the following responsibilities:

- 1) Meet on a scheduled basis to identify necessary public-use pathway improvements, in compliance with Sunshine requirements
- 2) Provide recommendations for the maintenance of public-use pathways in the Upper Captiva community
- 3) Receive and evaluate contractor proposals for “best value”, taking into consideration proposed cost, contractor experience and capabilities
- 5) Recommend award of contracts to “best value” vendor by BOC
- 6) Oversee work by contractors on BOC approved and funded projects
- 7) Review contractor payment requests before presentation to the BOC for payment.

### 3.0 The Public-Use Pathway Assessment.

The attached spreadsheet is structured to ultimately provide an estimate of the cost to upgrade and maintain the road surfaces and the clearway. The project will begin with those roads that are the most heavily traveled and/or in the worst condition along with perpetual maintenance of the entire island's public-use pathways.

This plan is considered both a pathway maintenance program as well as a capital improvement for paths that require fill materials. It is estimated that there will be a capital improvement requirement with a revolving work plan each year. The initial requirement for fill material will decrease in subsequent periods once a minimum standard is achieved.

The RMC will identify specific standards for the maintenance of all public-use pathways and identify potential contractors willing to bid on the work each year.

### 3.1 Cost Estimates for Continuing Maintenance & Grooming - to be determined

- A) Trimming (height, width, frequency) - TBD
- B) Regular Basic Surface Maintenance (frequency, seasonal) - TBD
- C) One time problem Maintenance (obstruction, lack of material) - TBD
- D) Legal and Administrative - TBD

Road	Length	Width to Fill	Depth to Fill	Cubic Yards	Material Cost
East Sea Air	750	0	0	0	0
N. Airport	1450	0	0	0	0
Kingfisher	1100	0	0	0	0
Spanish Gold	975	0	0	0	0
Rum Road	1500	0	0	0	0
West Sea Air	900	0	0	0	0
Bartlett Pkwy	850	0	0	0	0
Point House	625	0	0	0	0
Panama Shell	500	0	0	0	0

Butterfly Shell	500	0	0	0	0
Oyster Shell	500	0	0	0	0
Conch Shell	450	0	0	0	0
Cutlass	400	0	0	0	0
Smugglers	400	0	0	0	0
Schooner	500	0	0	0	0
Gulf Lane	800	0	0	0	0
Goldfinch	256	0	0	0	0
Mourning Dove	600	0	0	0	0
Swallow	833	0	0	0	0
Hummingbird	440	0	0	0	0
White Pelican	375	0	0	0	0
Nighthawk	250	0	0	0	0
Coral Circle	200	0	0	0	0
Pirate	200	0	0	0	0
Longboat Cr.	400	0	0	0	0
Hidden Lane	600	0	0	0	0
Hodgepodge	600	0	0	0	0
Escondido	600	0	0	0	0
Oro Peso	600	0	0	0	0

Total Cost to Transport to Island                      TBD

Cost to Spread 30 Cubic Yards                              TBD

Total cost to spread fill                                      TBD

Red = Main Thoroughfare                                      TBD

Blue= Feeder Roads    TBD

Green= Basic Roads    TBD

### **3.2 Work Schedule**

The RMC will at the beginning of each year present to the BOC for consideration a schedule of proposed maintenance and improvement areas. Due to annual cost constraints for the quantity of material needed at heavily travelled areas, the allocation of new fill material to these specific pathways will be scheduled accordingly. The identified areas will require the addition of fill material in order to bring pathway up to a minimum serviceable level. This fill and grading operation is in addition to the regularly scheduled preventative pathway grading.

The annual trimming will be scheduled during the winter months prior to the spring-summer growth season.