

**Horizontal Round Table Meeting Agenda
April 15, 2020
Webex Meeting
2:00 PM – 3:00 PM**

New Business:

1. **Updates on County’s Remote Plans Review and Approval Procedures, Pre-Application Meetings, Upcoming Virtual Public Hearing Meetings and Other Items** – (Brad Tippen, Michele Cary, Denise Hernandez, Patrick Dutter, Will Poon)
2. **SWOT Analysis Meeting with Stakeholders Coordination** – (Will Poon)
Initially scheduled for March 18, 2020, however, proposed change to an undetermined future date.
3. **Subdivision Roadway Dedication Policy** - (Will Poon) – **Rescheduled to future meeting.**
4. **Miscellaneous Items** - (Open Forum)

Old Business:

1. **Certification of Completion Requirements – Engineering Inspections** (Wayne Radke)



[Revised Certificate of Completion JNS 08102](#)



Certificate-of-Completion.pdf

E-mail or upload the document for review. Under review by stake holders.

TO BE ADDED ONTO OLD BUSINESS FOR PROGRESS AND CONSIDERATION.

Toxey Hall gave Chris Wert updated certificate of completion form for review.

Concerns: Presently, Bond review process takes 3 to 4 months, which may prolong the actual Bond period to 3.5 years. Recommendations: Case by case review based on number of punch-list items, but to include such items as part of the overall Bond.

Possible Options: upon approval of the cost estimate and bond acceptance or certification of completion or Board of County Commissioners Approval to start 3-year Warranty Bond period. Chris Wert, Project Management, Jordan Schrader, Clearview Design and Ed Rogers, Heidt Design will have a separate meeting to discuss in further detail on this matter. **ON-GOING DISCUSSIONS (July 17, 2019 and August 21, 2019).**



2. **Surveying Department** - Plat Review and final certification of completion process for development projects by the surveying department. (Alex Parnes, Lisa Kral, Dennis DeHoff)

Plat review process is under review by Surveying Department with new procedures, checklist, SOP's and dedication requirements under review by CAO. Engineering Inspections will review the certification of completion language and/or template process.

TO BE ADDED ONTO OLD BUSINESS FOR PROGRESS AND CONSIDERATION.

There are inconsistencies with standard dedication language requirements during the plat reviews by Surveying Department and the County Attorney Office. Stakeholders will provide examples to Don Rosenthal to forward to County Attorney Office for review. (June, 2019)

Surveying Department is creating SOP' and working with Jeff Steinsnyder, County Attorney to standardize language and propose LDC Amendments. (July 17, 2019 and August 21, 2019)

*Next Horizontal Round Table Meeting is scheduled for May 20, 2020 in the
Virtual Webex Meeting
"Bringing Opportunities Home"
"Pasco County—Florida's premier county"*