

# CHARLOTTE COUNTY SOUTH GULF COVE ADVISORY COMMITTEE

Charlotte County Administration Center, Room B-207

## Minutes July 15, 2009

### MEMBERS PRESENT

Sandy Slater, Chairperson  
Kendall Leach, Vice-Chair  
April Chattinger, Secretary  
Susan Faust

### MEMBERS EXCUSED

Yvonne Ermirio

### STAFF

Roxann Read, Growth Management  
Tara Musselman, Budget & Admin. Services

### GUESTS

Karen Ireland  
Karen Price, HOA President

## I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

**Chair Slater** called the July 15, 2009, **South Gulf Coast Advisory Committee** meeting to order at 9:06a.m. noting there was a quorum present.

**Chair Slater** advised the order of the agenda was changed today to accommodate staff.

## II. NEW BUSINESS

### *Committee By-Laws*

**Roxann Read** discussed information contained in the Committee's original Resolution which allows for the adoption of additional Bylaws. She mentioned that concerns arise when Bylaws are not followed and confirmed that any Bylaw changes would require Board approval. **Chair Slater** advised that the issue of establishing Bylaws was brought up by staff in 2003 when the Committee was initially established. **Mrs. Read** explained that Bylaws regarding the rules of the Committee are already contained within the initial Resolution that created the committee. The purpose of Bylaws is to create a functioning Committee and she did not recommend any additional changes unless there was something in the Resolution that was causing problems. It was a majority consensus that an update was not needed. **Susan Faust** suggested reviewing the Resolution and confirmed the document was available on the county website. **Karen Price** felt the reference of adopting additional Bylaws in the Resolution was misleading and suggested it be removed. **Mrs. Read** agreed to distribute a copy of the original Resolution.

A brief discussion took place regarding the updated Member List distributed by the Recording Secretary and the contact information it contained. It was confirmed this was for the benefit of members only and the information would not be published. In addition, **Roxann Read** advised she will be updating the Committee's website and will keep the links to all members' email

addresses active on the website.

*(Roxann Read left the meeting at 9:19am)*

### III. APPROVAL OF MINUTES

A motion was presented by **April Chattinger** and seconded by **Kendall Leach** to accept the June 24, 2009, South Gulf Coast Advisory Committee minutes with corrections. A vote was taken and the motion passed unanimously.

### III. OLD BUSINESS – *None*

### IV. CONTINUATION OF NEW BUSINESS

*SGCAC 5 year budget*

**Chair Slater** discussed a request to develop a five (5) year budget which would be provided to the MSBU Committee. It was unanimously agreed this was a worthwhile project and will be discussed further at the September meeting. **Chair Slater** felt certain costs would be hard to ascertain such as the San Domingo Park Design and added she previously had provided an estimated yearly cost projection in December of 2008.

**Kendall Leach** mentioned a recent discussion about setting up a separate MSBU for Advisory Committee funds and asked if this was still open for discussion. **Ms. Musselman** felt the best option would be to have a separate MSBU. **Chair Slater** pointed out benefits of being with the other MSBU and stated she is comfortable with this option. Discussion continued on the best way to proceed with this request. **Chair Slater** suggested an action to examine the MSBU Resolution and comments were offered concerning various MSBU projects.

*Member List*

**Chair Slater** led a discussion regarding the Committee Member List and reiterated this document is for member purposes only. A master copy was reviewed and changes noted.

### V. COMMITTEE MEMBER REPORTS

*Boat Ramp Park (Sandy Slater)*

**Chair Slater** confirmed members were in receipt of the July Park Report and spoke on the Shoreline Restoration Project. She feels strongly that rip rap should be used for this project because of its durability, low maintenance, and availability and asked to go on record as having stated she would rather see funds used for this instead of consultant fees. Members were polled and were unanimous in agreement that the County consider using rip rap at the park boat ramp. **Chair Slater** will send an email advising the Parks and Recreation Director of their suggestion. She went on to say the park is progressing nicely and advised another inspection will take place this week.

**Chair Slater** stated she met with the Parks and Recreation Director, Tara Musselman, and Mike Koenig earlier this month. She made known that although Mr. Koenig is no longer involved with the budget, he attended the meeting to provide background information. She felt the meeting was fruitful and added that Mr. Jackson was receptive to her suggestion that better communication was needed and has agreed to meet with her at least three (3) times a year to

discuss budget issues. Yvonne Ermirio will meet with the Park and Recreation Project Manager upon her return to discuss specific park development issues.

*Land Acquisition (Sandy Slater)*

No additional information was reported.

**Chair Slater** returned to the budget discussion and asked **Ms. Musselman** to confirm her understanding of information that was presented at the June MSBU meeting. She also provided an update on her conversation with Mike Koenig regarding Parks and Recreation maintenance and stated Mr. Koenig advised her that the system is out of date in the sense that it only allows Public Works to input to the MSBU Activity Reports. He anticipates having this up-to-date by August of this year. Funds for Park development were also discussed at the meeting.

**Chair Slater** confirmed an email was sent advising members of an upcoming meeting to evaluate the proposals that came in on the 7<sup>th</sup> of July for South Gulf Cove's Annual Contract. She feels this meeting will be very informative and encouraged attendance. A follow-up email will be sent to the Parks Sub-Committee with notification of the meeting time and location. It was **Chair Slater's** understanding that after the contract is awarded, each job will be individually negotiated with the Contractor by Parks and Recreation. **Kendall Leach** clarified that this is for Design work only.

Discussion continued regarding projects and available funding. **Chair Slater** added that although she is pleased with the work done on the entranceways, she does not feel the same about the Master Park Plan. **Kendall Leach** pointed out that a lack of communication has resulted in a lot of misunderstandings.

The next portion of the meeting was spent reviewing and discussing the budget for next year.

*Entranceway Signs (Sandy Slater)*

**Chair Slater** advised the 100 percent (100%) signage drawing has been forwarded to the appropriate parties and was received with positive comments. **Tara Musselman** stated there will be one bid divided into two parts: Signs and Trees. Discussion continued regarding the MOT Certifications needed by the Contractor hired to do landscaping at the entranceways and the costs that would be involved.

**Chair Slater** advised of an email from Jack Paine suggesting that the trees only be placed at the entranceways until a price quote is received from the Contactor for the additional trees to be planted. **Ms. Musselman** confirmed there would be mobilization costs involved with this strategy. **April Chattinger** elaborated on the Family Tree Program and the unexpected costs arising from County requirements. Options were discussed on the best way to proceed and the pros and cons of continuing with the plan that is already in place. **Karen Ireland** and **Karen Price** added additional comments on their viewpoints and noted that the community wants to see the entranceways finalized.

***ACTION: A motion was presented by April Chattinger to plant ten (10) trees at the entrance signs and forty-eight (48) lining the streets. Following a second by Kendall Leach, the motion***

*passed unanimously.*

**Chair Slater** requested that a note be added to the contract to allow for a review to take place prior to the trees being planted and inquired further about a timeline for the entranceways. She stated her article in the News and Views estimated lights would be on the entrances at Christmas time.

*Park Infrastructure Funding & Resources (Sandy Slater)*

**Chair Slater** advised of a call she made to David Milligan inquiring about his plans for the mulching of the parks and the ability to mow them afterwards. A quote for mowing several times a year will be forthcoming when the clearing is finished. She also stated she drove by the areas and provided members with an update.

**Kendall Leach** reported on the status of the mulching in the median on 771 and advised he approved of the work that has been done to date. He also commented on work that still needs to be completed.

**Tara Musselman** commented on an email she received requesting that residents refrain from stopping and talking to Contractors. Contractors have been instructed to refer all future inquiries to County Staff.

*Public Safety & Health (April Chattinger)*

**April Chattinger** advised the CERT team will be holding another class in Englewood sometime in September.

*Pedestrian Bikeways/Cove Connector (April Chattinger)*

**April Chattinger** reported the first phase of the tree program has been completed and the trees averaged 20 feet in height. Additional information was provided on the second phase and she anticipated they may not be able to plant the number that was originally quoted.

*Firewise Community (April Chattinger)*

**April Chattinger** reported that Steve Miller received a call from the Dept. of Forestry and confirmed they would not be out to do any additional cutting at this time. In response to a question from **Chair Slater**, she also confirmed that South Gulf Cove is one of the few Firewise Communities in Charlotte County.

**Kendall Leach** returned to the issue of mulching in the median of 771 and thanked **Ms. Musselman** for her efforts on this project. Information was also offered regarding a Cabbage Palm on the corner of Appleton and 771 that is obstructing vision and needs to be removed. He added that Barbara Holmes attended the Scenic Highway meeting and her update on the mulching was very well received.

*Zoning/FLUM/Deed Restrictions (Kendall Leach)*

No additional information was provided.

*Stormwater/Lakewatch Program (Kendall Leach)*

No additional information was provided.

*Quality Mining (Kendall Leach)*

No additional information was provided.

*Commercial Architectural Standards (Kendall Leach)*

**Mr. Leach** requested this topic be removed from his reports.

*Seawalls (Kendall Leach)*

**Mr. Leach** requested this topic be removed from his reports.

**Chair Slater** provided **Susan Faust** with contact names in order to obtain information regarding the Sign Ordinance and Event Signs.

**VI. PUBLIC COMMENTS**

**Karen Price** stated she would send **Susan Faust** the Ordinance number for the Sign Ordinance. She commented that, although Mr. Leach's report on Commercial Architectural Standards and Seawalls will be removed from the agenda, work is still ongoing and updates will be needed as new information is obtained. She advised additional information will also be provided at the Home Owners' Meeting regarding the Lakewatch Program. She complimented **Tara Musselman** for her work on behalf of the Committee and asked about contact information for discussing MSBU issues. **Ms. Musselman** requested all inquiries be sent to her attention and she will forward them appropriately for follow up. Lastly, **Ms. Price** offered her personal view in favor of setting up a separate MSBU for Advisory Committee funds.

**VII. STAFF COMMENTS**

**Chair Slater** advised that the Parks and Recreation Director has asked to attend an upcoming meeting. **Ms. Musselman** agreed to schedule his attendance for the September meeting.

**VIII. NEXT MEETING**

The next regular meeting will be held on Wednesday, September 23, 2009, at 9:00a.m., in the Growth Management Conference Room #B-106.

**IX. ADJOURNMENT**

There being no further business to come before this committee, Chair Slater declared the meeting **ADJOURNED** at 11:58a.m.

Respectfully submitted,

*Jane Starr*

Jane Starr, Recording Secretary

/jms