

**CHARLOTTE COUNTY
SOUTH GULF COVE
COMMUNITY PLAN ADVISORY COMMITTEE**
Charlotte County Administration Center, Room B-207

Minutes
October 28, 2009

MEMBERS PRESENT

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

MEMBERS EXCUSED

STAFF

Roxann Read, Growth Management
John Jackson, Parks and Recreation
Jane Starr, Recording Secretary

GUESTS

Carol McGuire, Learning Garden Project Manager
John McGuire, Conservancy & Comm. Trust of SGC
Ann Yee, Learning Garden & CCT Volunteer
Karen Ireland, SGCHA Secretary, S&D MSBU

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

Chair Slater called the October 28, 2009, **South Gulf Cove Community Plan Advisory Committee** meeting to order at 9:01a.m. noting there was a quorum present. **John Jackson**, the Director of Parks and Recreation, was introduced as a guest.

II. APPROVAL OF MINUTES

A motion was presented by **Kendall Leach** and seconded by **Yvonne Ermirio** to accept the September 23, 2009, South Gulf Cove Community Plan Advisory Committee minutes with corrections. A vote was taken and the motion passed unanimously.

III. STAFF COMMENTS

Roxann Read commented that discussions as of late have been largely MSBU centered and reminded the Committee that although she is aware the Community Plan is tied to MSBU's and some discussion must occur, the main focus of meetings should be on the Community Plan. She referred to the Spreadsheet that was produced two years ago outlining established goals in the Community Plan and advised this will be revisited again in April of 2010 to discuss progress.

There was some concern that because the MSBU Committee is not present during MSBU discussions that venture away from the Community Plan, it could result in a violation of the Sunshine Law. **Chair Slater** advised that until earlier this year, she was the informational source for the Committee regarding budget and resource matters. She stated this has been a very strenuous year for the Advisory Committee in dealing with monetary issues and funding for the Community Plan and made known that although Ms. Musselman may not be able to attend every meeting going forward, she can be in attendance when given advanced notice that she is needed. **Mrs. Read** added that everyone will need to be respectful of time restraints as budgetary cuts

have affected all departments.

Members voiced concerns regarding problems with communication. **Chair Slater** agreed that Tara Musselman should handle all budget issues. **Mr. Jackson** confirmed that all communication needs to be handled through Ms. Musselman as most of the concerns are related to the use of MSBU funds. Discussion continued. **Chair Slater** stated that not all issues were MSBU related and suggested the benefit of discussing protocol further with Mr. Jackson and Kelly Shoemaker. **Mr. Jackson** stated the County is going through a transition as they try to balance out the demands of the various communities following a dramatic cut in staff and services. He asked that all information continue to go through Ms. Musselman but agreed this could be discussed further at the beginning of the year. **Chair Slater** felt this was a workable solution. **Yvonne Ermirio** made known a lot of her questions had nothing to do with the budget and expressed frustration at having to wait until the next monthly meeting to receive answers. **Mr. Jackson** requested that he and David Milligan be copied on all emails and said they will assist in helping to get a timely response to questions and concerns.

IV. OLD BUSINESS – *None*

V. NEW BUSINESS

Parks and Recreation Update

Mr. Jackson advised he was attending today's meeting mainly as an observer to gain additional knowledge of the Committee's goals and objectives, the status of ongoing projects, and to see how Parks and Recreation could help accomplish these goals. It was confirmed the Grand Opening of the Boat Ramp Park is scheduled for Monday, November 16, 2009 at 11:00am. **Chair Slater** reported the opening of the Boat Ramp was a nice event with approximately fifty (50) people in attendance.

Kendall Leach commented that he lives near Arlewood Park and the contractor did an exceptional job with the mulching. He inquired if the spraying of the pepper trees had been accomplished and was told that **Mr. Jackson** would investigate and provide him with an email. **Chair Slater** confirmed spraying was not included and the contract only included fine mulching. **Mr. Jackson** understood the contract only included machine work and agreed the work was done at a very low price.

Chair Slater provided additional information regarding the Boat Ramp Park and **Mr. Jackson** addressed questions and concerns.

VI. COMMITTEE MEMBER REPORTS

Master Park Plan (Yvonne Ermirio)

Nothing further was reported.

Park Maintenance & Development (Yvonne Ermirio)

Yvonne Ermirio provided members with an update on the Learning Garden fundraiser events. She reported she was pleased with the results at Arlewood Park however the ground is still not completely level and she is unsure how this will affect mowing. **Chair Slater** provided additional information and led a discussion on the mowing contract adding that it should be

finalized soon. **Ms. Ermirio** reported that fine mulching is scheduled to begin soon at Nittany and Santa Lucia Parks and an update was provided by **Chair Slater** regarding mowing the median on C.R. 771. It was clarified to **Mr. Jackson** that although it is referred to as the median on C.R. 771, it is actually a strip of land between the access road and the Right-of-Way. **Chair Slater** further advised this was listed as a priority by the community during a public input session for the Master Park Plan. **Mr. Leach** said he would accept responsibility as it was his idea last spring and he was advised that mowing six (6) times per year would need to be requested in the budget for the coming year. **Chair Slater** advised that Ms. Musselman would be supplying a quote for the mowing but she has stated the existing contract cannot be modified and the extra mowing will need to be incorporated into the new contract that will be put in place the beginning of next year. She confirmed there is no extra money left in the MSBU for this year and it will need to be decided where the extra money will come from if the Committee chooses to move forward. She suggested tabling further discussion until a quote is provided. A discussion ensued.

(April Chattinger arrived at 9:42am)

Chair Slater asked members to vote on recommending that the other side of the median be included in the sixth (6th) mowing for South Gulf Cove and to have Ms. Musselman incorporate this in the request for bid next year. The vote was unanimous and **Chair Slater** advised she would inform Ms. Musselman by email. **John McGuire** asked for additional clarification and **Mr. Leach** responded that the area would cover C.R. 771 across to the access road from Butterford Waterway to Robin Road. **Mr. Jackson** asked about future plans for the median and was advised there would be landscaping incorporated with the entranceway signs and additional landscaping in the median. Mr. Jackson felt that landscaping four (4) miles would be very expensive and added that the required maintenance would increase these costs. Suggestions for alternate ideas were discussed. **Chair Slater** requested **Ms. Ermirio** to check with David Milligan regarding the Pepper Trees.

Ms. Ermirio introduced the guests from the South Gulf Cove Parks Sub-Committee and asked if they had input or questions. **Mr. Jackson** responded to **Ann Yee's** inquiry about seeking recourse if the contractor did not meet the contract parameters. Discussion continued regarding the work designated in the contract.

Ms. Ermirio reported there are a number of palms in the Linear Park that are in desperate need of fertilizer. **Chair Slater** stated the projection for this year's irrigation costs is approximately \$15,600.00. Discussion continued regarding the watering cycle and ways to conserve costs. **Mr. Jackson** confirmed that the Committee would like to have more than annual updates and **Chair Slater** reminded him that they had discussed getting together three times a year to go over the budget. **Mrs. Read** asked if this was Community Plan related. It was agreed it is very hard to separate MSBU issues from Community Plan issues as they cross over. **Chair Slater** agreed advisory meetings have taken on a problem solving nature and felt resuming meetings to discuss budget related matter would solve the problem. **Mr. Jackson** asked for several months to get acclimated and said he would then see about reinstating those meetings. **Mrs. Read** acknowledged that several smaller groups have been formed to tackle different issues and felt most of the work should reside in those sub-committees and only a final report given at this

meeting. **Mr. Jackson** reiterated the request from Administration that all South Gulf Cove MSBU issues be directed to Tara Musselman. **Chair Slater** suggested **Ms. Ermirio** set up a meeting with the Parks Sub-Committee to address these issues and provide an update at the next meeting.

Mr. Leach provided **Mr. Jackson** with geographical information regarding South Gulf Cove. **Ms. Ermirio** inquired about the time frame to begin Mangrove trimming and was told the evaluation was scheduled for October or early November and the actual trimming would begin in November. **Ms. Ermirio** requested the Committee be notified when the evaluation is scheduled as they would like to be present.

Ms. Ermirio mentioned volunteer groups who are working together to clear and clean up parks in neighboring counties. She was told a similar volunteer project is being established in Charlotte County and wondered if they could be scheduled to work on the Linear Park. **Mr. Jackson** confirmed the county is still in the process of putting this together and will model it after the Friends of the Library Program. He advised that instruction could be provided if volunteers wanted to work in the Linear Park and asked that Parks and Recreation be notified on the number of volunteers so credit hours could be documented.

Ms. Ermirio provided an update on the San Domingo Park and the activities that have taken place to date. It was her understanding that two additional meetings are scheduled with the Consultant and that the Parks Sub-Committee will be invited to attend.

Additional information was provided regarding proposals for design of the Lift Station. A Landscape Plan was submitted, but no further information has been received. **Chair Slater** suggested that **Ms. Ermirio** send an email to Tara Musselman with a copy to Jack Paine. **Ms. Ermirio** stated an email was already sent to Mr. Paine with a copy Ms. Musselman. **Karen Ireland** stated she was told CCU was making a coordinated universal design for every lift station in the County and therefore disregarded the Committee's suggestion. **Chair Slater** suggested continuing communications with Jack Paine on this issue and perhaps putting this on the MSBU Meeting Agenda.

Mr. Jackson inquired how the community envisions their parks. **Ms. Ermirio** stated individual plans were completed for each park and at Parks and Recreation's request, a Master Plan was completed. Additional information was provided regarding South Gulf Cove's vision for their community and a discussion ensued.

April Chattinger presented **Mr. Jackson** with an update on the beautification process and provided an update on the establishment of the Cove Connector Group and the proposed projects planned to date.

Chair Slater provided **Mr. Jackson** with a brief update on the Entranceway Signs. **John McGuire** felt it would be a better approach to plan and start these projects now rather than waiting until close to build out. **Mr. Jackson** agreed and offered to present at future organization meetings.

(John Jackson left the meeting at 10:44am)

VII. NEW BUSINESS (Continued)

Spreadsheet Review

Mrs. Read discussed the Spreadsheet created in April, 2008 that outlines the Committee's goals and tasks. **Chair Slater** advised this was created in preparation for the Sunshine Review that took place the following May. **Chair Slater** discussed additional information relative to the spreadsheets and stated she has been working closely with staff to accomplish these goals. A discussion ensued.

Chair Slater responded to an inquiry by **Ms. Ermirio** regarding pre-bids and bid-opening procedures. **Mr. Leach** commented on landscape and design costs.

Mrs. Read suggested it would be in the best interest of the Committee to speak with one voice when addressing the Commission to avoid confusion and ideally most of the information should come through the Chairperson.

The discussion returned to expenditures and **Chair Slater** led a discussion on the amount of funds spent to date and the amount still available for projects.

Street Vacation Discussion

Mrs. Read advised that a Street Vacation petition will be heard by the Board in November. A hand out was provided to members showing the area being vacated. **Chair Slater** made known that additional information was previously provided by Karen Price.

VIII. COMMITTEE MEMBER REPORTS (Continued)

Public Safety & Health (April Chattinger)

Ms. Chattinger advised that another CERT class has been completed and twenty-two (22) citizens graduated. She stated five students were from South Gulf Cove and the remainder from Englewood.

Pedestrian Bikeways/Cove Connector (April Chattinger)

Ms. Chattinger advised that the next Brunch is scheduled for this weekend. She stated this money, along with funds obtained at the December fund raiser, will be used to purchase additional flowering trees to compliment the Royals. **Carol McGuire** commented on the importance of informing people who purchase trees that they will need to do their own watering and maintenance. It was also reported that the braces were removed from the trees now that hurricane season is over. **Karen Ireland** inquired further about ordering additional Royal Palms and was told the supplier has indicated they are still available but the cost will be \$200.00.

Kendall Leach advised of speakers attending the HOA Presentation at the Cove Connector Brunch on Sunday, including Mike Billington from the Sun Herald Newspaper. It was suggested Mr. Billington be asked to do another article on the Cove Connector.

Discussion returned to the Cove Connector trees and the cost of flowering trees. The method for watering the trees was also discussed.

Firewise Community (April Chattinger)

John McGuire asked if a schedule is available showing the work that is to be completed. **Chair Slater** confirmed a list is available for people in the community to submit their requests through the Firewise chairperson, Steve Miller.

Zoning/FLUM/Deed Restrictions (Kendall Leach)

Mr. Leach provided an update on deed restrictions and advised the Department of Community Affairs in Tallahassee has stated the Commercial Architectural Standards cannot be put into the deed restrictions as they would be more restrictive than the original deed restrictions and this will have to be approached at a county level.

Stormwater/Lakewatch Program (Kendall Leach)

Mr. Leach reported he had asked for test results and was told Ms. Musselman would provide them. The last report he received was approximately six (6) months ago. **Chair Slater** added additional comments.

Mr. Leach stated The Lakewatch Program is through the University of Florida and he advised of letters that were written to various representatives with regard to funding. It was his understanding they would be able to receive some funding on the state level to continue but testing would not happen as often as it has in the past. Additional information will be forthcoming.

Quality Mining (Kendall Leach)

Mr. Leach reported he was aware of nothing further since his last report and suggested that anyone wishing to inquire about additional information contact Kathy Spence.

Chair Slater reported on information heard at the Waterways MSBU meeting regarding a weekly report on chara and stated nothing has been received to date. **Ann Yee** advised she was told they are still testing.

Boat Ramp Park (Sandy Slater)

Nothing further was reported.

Land Acquisition (Sandy Slater)

Chair Slater provided an update and reported that a map of county owned lots was provided by **Mrs. Read**. **Ms. Ermirio** provided additional information on the lots that were put in after the Master Plan was completed and costs were discussed. **Chair Slater** confirmed that she would provide members with a copy of the email and attached map.

Entranceways (Sandy Slater)

Ms. Ermirio made known that pictures of the entranceway signs are now on the Homeowners Association website. **Mrs. Read** added that she will also have them uploaded to the South Gulf Cove web page on the County website.

Discussion continued regarding the Survey on the Homeowners Association website. **Karen Ireland** felt it should not be password protected so that everyone will have access and be able to

participate. She stated it will need to be reconfigured and added to the general website as opposed to members only section.

Chair Slater offered additional comments regarding the upcoming meeting with the Board of County Commissioners and responded to **Mr. Leach's** inquiry about unnecessary fees and the estimated costs for sign maintenance.

John McGuire inquired about the use of recycled water for irrigation. **Chair Slater** stated she would discuss this further with Ms. Musselman.

Chair Slater reported on the bids for the Supplemental and confirmed that Holland Landscaping is the lowest bidder. She stated Tara Musselman has recommended that the 6th tree on each side of the four entranceways be deleted to stay within budget. **John McGuire** cautioned that it is possible they can't pro-rate the reduction if an amendment to the bid is requested. A discussion ensued.

Funding and Resources (Sandy Slater)

Discussion continued regarding estimated expenses and the availability of funds. **Chair Slater** advised there was a unanimous agreement at the July meeting to go forward with a separate MSBU for the Community Plan. She stated a proposal will be coming before the BCC to possibly establish several MSBU's or make changes and that the South Gulf Cove Community Plan MSBU Plan is one that will be discussed. Ms. Musselman has requested an official decision be made for charging assessments. A discussion ensued. It was agreed by all it would be best to move forward in the same manner as the Streets and Drainage MSBU's. **Chair Slater** advised that Ms. Musselman is putting together the package to get the process started for the separate MSBU. If this idea is rejected, the Committee will need to look further at having a separate entity within the Streets and Drainage. It is her understanding there is administrative costs associated with each MSBU and she felt costs and interest earned should be shared equally if they were in the same MSBU but booked separately. **Mrs. Read** inquired about obtaining grants for beautification. **Carol McGuire** responded and **Chair Slater** confirmed previous attempts were made to no avail.

Susan Faust stated she has no progress to report as of yet but advised of the work she is hoping to accomplish.

Ms. Chattinger spoke about the playground equipment that South Gulf Cove will receive as a result of the closing of Bay Heights Park in Englewood. **Chair Slater** provided information she received from Brett Clark, Chair of the Scenic Highway Committee.

Mrs. Read requested that members review the Spreadsheet as this needs to be the focus next month. **Chair Slater** asked how changes should be handled and **Mrs. Read** advised she would address these issues at the next meeting.

IX. PUBLIC COMMENTS

John McGuire advised a Pet Park in South Gulf Cove is still a possibility and may still be pursued. **Chair Slater** added that she felt it would be the Park Sub-Committee that would iron

out the location. **Mr. McGuire** mentioned two concepts that were being considered.

X. NEXT MEETING

The next regular meeting will be held on Wednesday, November 18, 2009, at 9:00a.m., in the Growth Management Conference Room #B-207.

ACTION: A motion was presented by Yvonne Ermirio to cancel the December South Gulf Cove Community Plan Advisory Committee meeting and was seconded by April Chattinger. Following a discussion, a vote was taken and the motion passed unanimously.

XI. ADJOURNMENT

There being no further business to come before this committee, **Chair Slater** declared the meeting **ADJOURNED** at 12:05a.m.

Respectfully submitted,

Jane Starr

Jane Starr, Recording Secretary

/jms