

MEETING MINUTES
CHARLOTTE RANCHETTES STREET & DRAINAGE ADVISORY COMMITTEE
November 19, 2007
1:00 p.m.

Attendees: Nigel Morris, Michael Szuba, William Faris, Robert Schaffer, Ruth Cudzillo
County - Thomas O'Kane, Marty Simone, Dawn Harrison, Kim Raymond

Absent: James Howarth

The Chairman called the meeting to order at 1:00 p.m.

Minutes: The Committee unanimously approved the October 22, 2007 and November 6, 2007, as amended.

Sewer Force Main:

- Mr. Szuba has been unable to make contact with anyone, and Mr. Faris has not received updated information.
- Mr. Szuba explained the process to Mr. Thomas O'Kane and discussed the response they have received. Mr. O'Kane said the delay could be due to the change of the Director of Punta Gorda Utilities.

Business:

- There was discussion about the estimated cost for Phase I.
- Mr. Faris discussed area work with contractors, who advised that requirements for the bid process are too high. Public Works' labor rates are 60% higher. He explained that the contractor's overhead costs are included in the bid, and there are no additional costs. Mr. O'Kane suggested having the specifications put together and then having the Committee review them for bid submittal. He noted that Public Works follows Purchasing's bid process, which is a 120-day process. The MSBU's get charged for the time required for the bid process.
- Mr. Morris suggested that the Committee move forward with a detailed work plan. He agrees that the bid process is cumbersome, but they have to follow state law. Mr. O'Kane said they can send out the bid, but there is no guarantee that any contractors will bid on it.
- Mr. Faris inquired about costs, other than insurance, that make up the hourly rates. Mr. Simone explained that 20% is tacked on for administrative costs, such as finance and administration. These costs are not figured in until work is performed. There was discussion about who funds equipment repairs.
- Mr. O'Kane gave the Committee an update on the MSBU study. He stated that the MSBU consultants want input from the Committee's about the way they are being assessed.
- There was discussion about the Neighborhood Development District. This program consists of a portion of ad valorem taxes that stay in their district.

- Mr. Szuba stated that residents who own property in the Ranchettes, but who do not live there, do not want to pay more.
- Mr. Simone presented an overview of administration costs, which include assessments for Administrative Services, the Finance Department, and Division Directors. There are seven Public Works' departments that charge their time directly to each MSBU. Public Works is funded by MSBU's, the gas tax, and other entities (e.g., the City of Punta Gorda and North Port).
- Mr. Morris said the Ranchettes need to be assessed by the acre. Mr. O'Kane stated this needs to be put in writing and submitted to the Board of County Commissioners.
- Mr. Faris requested a list of contractors from the Purchasing Department. Ms. Harrison will submit this information to the members. Mr. O'Kane stated that Public Works does not care who does the work, but it needs to be done.
- The Committee reviewed the October 2007 Activity Report and Work Progress Overview Report. Members inquired about charges for Service Request 36316.
- Mr. Morris stated they want to add a culvert on Sweden Boulevard, between Clara Drive and Ameropa Drive.
- Mr. Morris requested that members highlight roads on a map to show areas where grading is needed the most. Ms. Harrison advised that Maintenance & Operations will begin grading in December.
- The Committee discussed flail mower charges. Ms. Cudzillo stated that the charges were from the accident that had traffic redirected through their area. Mr. O'Kane said Public Works will review these charges and, if they are from the accident, will deduct them from the Ranchettes.
- Per a letter from John DeGiovine, Public Works Stormwater Department, the South County Stormwater MSBU will have all major ditches, east and west, cleaned out this year. Mr. Szuba inquired about responsibility for funding collapsed culverts and pipes, to which Mr. O'Kane responded that the MSBU is responsible. Mr. Morris requested that members provide information about the future work to homeowners who reside along these major ditches.
- Mr. Morris stated that Commissioner Cummings will be invited to the next meeting.
- The Committee discussed the consensus on the assessment rate.

Open Floor:

- Ms. Betty Vaughn discussed potholes on Swiss Boulevard and overgrown trees. The Committee agreed it will have residents cut this brush back.

The next meeting is scheduled for Monday, December 17, 2007, at 1:00 p.m. at Charlotte County Public Works, 7000 Florida Street, Punta Gorda.

The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Dawn Harrison
Municipal Services District Representative

DH:srb

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