

**MEETING MINUTES**  
**GREATER PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE**  
**December 10, 2014 – Regular Meeting**  
**10:00 A.M. – Public Works Conference Room**

**Attendees:** Gary Farino, Denise Garbacz, Stephanie McCartney-King, Bob Logan and Grover Mudd

**Absent:** Laurence Daniels (unexcused)

**County:** Karly Greene, Dawn Harrison, Francine Lisby, Linda Rohmer-Free, and Sandy Wright

The meeting was called to order at 10:00a.m. A roll call of members was taken that determined a quorum was present.

The minutes from the September 17, 2014 meeting were unanimously approved as amended.

**Citizen Input on Agenda Items Only (3 Minute Limit)**

None.

**New Business:**

- Financial Reports – Ms. Rohmer-Free provided detail related to preparation of the quarterly financial report, EAMS budget, and the handling of MSBU charges, indicated Municipal Services District Representative (MSDR) charges were encompassed under the Maintenance Services budget line item, explained differences between costs charged to the MSBU, noted the 2 year budget is currently being worked on, mentioned work plans are being developed for MSBU's, and commented on the budget timeframe. Discussion occurred regarding the determination of annual funding for paving, the feasibility to provide an annual form for tracking balance carried forward amounts, concerns of the Advisory's Committee's ability to provide the community budget information, the CRA cost change, the purpose of the Advisory Committee, state guidelines related to budget preparation, prior years' CIP sheets, funding for streets and drainage projects, and an inquiry if beautification was included in the MSBU Ordinance. Ms. Rohmer-Free advised she would follow up regarding an additional form for balance carried forward amounts. Ms. Harrison indicated citizen budget concerns could be forwarded to her to provide further detail and stated the MSBU Ordinance does not include beautification.
- Sidewalks – Ms. Rohmer-Free stated the ADA compliance sidewalk project was pulled the previous year, noted that efforts are being made to encourage MSBU's to work into the 2 year budget cycle, commented on proactive planning strategies, provided details related to past sidewalk projects, and spoke to Florida Department of Transportation (FDOT) funding for a sidewalk to Liberty Elementary School. Discussion ensued related to the determination for sidewalk placement within the County, if the sidewalk plan should include all schools in the area, if the state provides funding for school sidewalk completion, the lack of sidewalks on Birchcrest Boulevard and Melbourne Street, concern for school children safety, sidewalk timeframe requirements, and street light installation. Ms. Harrison noted County sidewalk maps are being worked on, indicated she would follow up regarding the concerns on Birchcrest Boulevard and Melbourne Street, and affirmed she would provide an update regarding the cost estimate of the ADA sidewalk project.
- Ms. Harrison stated 1 Equivalent Residential Unit (ERU) is to be added into the Greater Port Charlotte Street and Drainage MSBU on Railroad Avenue and defined ERU for Committee understanding.

**Open Discussion:**

- Nominations – Mr. Logan nominated Ms. King to serve as Chair of the Committee; there were no other nominations and Ms. King accepted the position. Mr. Logan nominated Mr. Mudd to serve as Vice Chair of the Committee; there were no other nominations and Mr. Mudd accepted the position.
- Discussion occurred related to the paving program completion percentage, concerns of ruts being made in drainage swales by tractors, and the Edgewater Drive Widening Project. Ms. Harrison indicated James Layport could be invited to attend the next Committee meeting.

**Citizen Input on MSBU Related Items (5 Minute Limit)**

None.

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The next meetings were scheduled for Wednesday, March 18, 2015 at 10:00 a.m., Wednesday June 17, 2015 at 10:00 a.m., Wednesday, September 16, 2015 at 10:00 a.m., and Wednesday, December 16, 2015 at 10:00 a.m., all to take place in the Public Works Conference Room.

The meeting was adjourned at 11:43 a.m.

Submitted by:

*Kenny Rautert for Karly Greene*  
Karly Greene  
Public Works Department

