

MEETING MINUTES
MANASOTA KEY STREET & DRAINAGE MSTU UNIT ADVISORY COMMITTEE
January 23, 2012
9:30 a.m.

Attendees: Frank Chappell, Doug Wallace, B.J. Galberaith, Toby Delbridge, Mike McClain

Absent: Steve Stump

County: Judith Nothdurft, Dawn Harrison

Guests: Cheryl Strychowski, Ed Strychowski, Bill Miller, Pat Miller,

Meeting was called to order.

The minutes from the November 9, 2011 meeting were read and approved with a note by Mr. McClain that the MSTU did not decide on brick crosswalks at the roundabout due to Master Plan consideration.

Old Business:

- Ms. Nothdurft conveyed an update provided by Mr. Koons from Engineering Services on the Tom Adams Bridge as follows:
 1. Phase I – consisted of structural renovation, which was completed in 2006.
 2. Phase II – included replacement of mechanical and electrical components of the Tender House. The generator was completed in 2011. The request for proposals (RFP) for design work for the new Tender House is with the Purchasing Department and still needs to be advertised.
 3. Phase III – consists of beautification and will include wider sidewalks.
- Parking - Mr. Strychowski has observed cars parked partly on the grass and partly on the bike/walk path. He spoke to the police and was told that the bike path only lies within the stenciled area. He would like to consider the area continuous; otherwise it presents a safety concern. He suggested moving the stenciled imprints to indicate that it is a bike path, not a parking area. Mr. Strychowski will research the design of the bike/walk path to determine if there is a need to move the markers and will follow up with Mr. McClain by email.
- Ms. Harrison introduced Ms. Nothdurft as the Committee's new Municipal Services District Representative (MSDR). She will be the liaison responsible for communicating between the MSTU and the County. She will be attending the MSTU meetings quarterly.
- Dock & Pump-out Station - Ms. Harrison will get a planner from the Parks & Recreation Department to attend the MSTU meeting to discuss the design for a dinghy dock and pump station at Chadwick Park. There was discussion that Mr. Jackson, Mr. Halfhill and Mr. McClain would meet at the park to discuss the dinghy dock and pump-out station.
- Mr. McClain met with Mr. Elias from Engineering Services and Mr. Doll from the Lighting District to discuss a Master Plan. They recommended that Mr. McClain work with an outside planner (not a County Planner) to put together a complete and comprehensive package with a scope of work.

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- Ms. Harrison & Ms. Nothdurft may develop a Request for Letters of Interest to hire a planner. The planner would be required to attend the MSTU meetings.
- Lights - There is one light out and two have been on continuously since summer. Ms. Harrison requested Mr. McClain to send the location of the light to Ms. Nothdurft. Mr. Delbridge conveyed that the contractor does retrofits on lights to LED, which is against the Turtle Ordinance. The Manasota Key MSTU lights were paid for by a Sea Grant. The MSTU paid for their installation. Ms. Harrison explained that the County has selected the current lights as standard. That standard can't be changed now. Ms. Harrison stated that the new lights are working and the old ones may need to be replaced.
- Message Board – The message board has been built. Discussion ensued regarding where to install the board. There is a Manasota Key Ordinance that prohibits signs from being installed in the right of way. The Parks and Recreation Department doesn't want it installed in the park due to vandalism. Circle K is difficult to work with regarding the message board on their property. Ms. Galberaith said there was a misunderstanding regarding the Ordinance prohibiting the Message Board in the right-of way. Ms. Harrison asked Ms. Galberaith to research and get back to Ms. Nothdurft.
- Brick at roundabout – Mr. McClain will provide an estimate to members requesting comments. There was discussion that the 10 year resurfacing was due. Ms. Harrison stated that resurfacing is usually every 20 years with a rejuvenation layer at one year.
- Landscape/Vegetation removal – Mr. McClain stated that the vendor can't provide a bid without doing a cleanup once or twice. Ms. Harrison will see if the County can clean up vacant lots. Ms. Galberaith and Mr. McClain have issues with workers going on private property and do not want the County doing the work. Ms. Harrison suggested sending a letter to the property owners asking them to keep the right of way clean. Ms. Harrison and Ms. Nothdurft will draft a letter and will present it to the Committee for review. There should be a sentence stating that if the owner is already maintaining the right of way, please disregard.
- Living on boats – There have been several complaints regarding people living on boats. Some are parking their cars on the islands to go to work. There are complaints about them staring in houses. The boats require a sewage cleanout once a month. Mr. Chappell stated the EPA will shut down if they don't have an integrated septic system on the boat. Mr. McClain stated that it's not against the law to live on a boat.
- Budget – Mr. McClain requested funding not to exceed \$50,000 for a planner to create a conceptual master plan. Mr. Delbridge requested the guidelines for getting work done and asked if it would be better to bid in smaller portions. There was a question if Phase I & II of a Master Plan would require a CIP? Ms. Harrison advised that there are reserves for future improvements and a CIP won't start until there is a clear scope of work and costs.
- Mr. Strychowski stated that he was told the maintenance of weeds off the boardwalk is the responsibility of the Parks & Recreation Department. He will contact the Department to see if it is their responsibility and if so, put in a work request. There is dissatisfaction with the maintenance on Englewood Beach Park facility. Ms. Harrison recommended they contact the Parks Department.

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- Ms. Harrison will talk with the Finance Department regarding the future Master Plan project. There would be no issue if there were a plan in place. It can take up to five years to save for a project's design, permitting, and implementation. It's anticipated that the Master Plan may cost one million dollars.
- There was discussion regarding installing utilities underground. Ms. Harrison advised the Committee that Public Works would not be involved in an underground utility project.
- There was discussion regarding the bike path at the south end of the island being reduced to 12 inches. Mr. McClain stated it has always been that way and there is no need to research. The contractor needs to trim the vegetation; it's growing into the pathway.
- The status of the Committee was discussed. Mr. McClain's term is up in January and he will not be applying for re-appointment.

The meeting was adjourned at 11:45 a.m.