

**MEETING MINUTES**  
**MANASOTA KEY STREET & DRAINAGE MSTU ADVISORY COMMITTEE**  
**April 8, 2015 – Regular Meeting**  
**9:30 A.M. – Tringali Community Center**

- Attendees:** Tommy Brock, Joan Dunham-Card, Kim Frahn, B.J. Galberaith, Lorraine Johannessen, and William Wing
- County:** Mike Dallenbach, Janette Knowlton, John Elias, Dawn Harrison, Francine Lisby, Venkat Vattikuti, Joanne Vernon, and Tara Musselman
- Guests:** Sign-in sheet attached

The meeting was called to order at 9:30 a.m. A roll call was taken that determined a quorum was present.

The meeting notes from January 14, 2015, February 4, 2015 and March 5, 2015 were unanimously approved as written. The two motions made at the March 5, 2015 during citizens input were deemed invalid.

Roberts's rule of Order proper decorum -Ms. Knowlton presented a slide show on the Robert's Rules of Order. Discussion included minutes from previous meetings, time limits for speaking, tabling motions, non-member making a motion, agenda vs non agenda items, penalties for not following the Robert's Rule of Order, and citizen input time allowances.

Sunshine law- Ms. Knowlton presented a slide show on the Sunshine Law for open meetings. Discussion included cell phone usage, sharing information, email communication, public records, and Committee guidance for highly specialized projects.

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

- Bonnie Littrell addressed the motions made at the last meeting in reference to the feasibility study on the one way around Shoreview. Ms. Littrell wants a plan and costs presented to the public before the master plan is complete and the mass mailing is sent to residents and suggested the Committee make a motion. Ms. Littrell wants the sidewalk constructed without concrete edge and stated the North end of Manasota Key is fine but would like to see a wider non-marked combined walk/bike path.
- Toby Delbridge stated the landscape is in poor condition near the Circle K. He stated the landscaping is encroaching on his business sign and the area near Englewood Villas also needs attention. Mr. Delbridge stated on the Master Plan, he is in favor of restriping the road to reduce the width of the traffic lane so bikes and pedestrians can have a wider path of travel. Safety is an issue. He said he is excited to hear about the 60% plans and thanked the Committee for their service.
- Mary Wolff stated she has an issue with drainage at Admiralty Villas on the west side of North Beach Road. Ms. Wolff said the water coming off Beach Road travels up her carport and enters the laundry room. She would like help from the County to make the water flow to the side of the driveway. Ms. Wolff questioned why there is no help on the west side for the drainage issues.
- Rebecca Dexter addressed the suggestion to make Shoreview a one- way street. Ms. Dexter stated making Shoreview a one- way street would be confusing, irritating, and cause traffic backups. Ms. Dexter believes speed is the main problem during peak tourist times and one- way streets encourage speeding. She suggested some solutions; stop signs on both ends at the intersection of Gulf and Shoreview or speed bumps. Questioned why speed bumps are illegal. Ms. Dexter believes putting more concrete on the island is not ideal.
- Bob Carroll thanked the Committee for the presentation of Robert's Rules of Order. Mr. Carroll stated the Committee does good things. Mr. Carroll suggested biking is unsafe on Manasota Key because bikes have to yield to pedestrians and when this occurs the biker has to move into the lane designated for vehicles. He would like to see a bike sharing/pedestrian trail.

**New Business:**

- Flashing Speed sign - Mr. Vattikuti provided pictured examples of sign options. Solar powered speed monitoring signs that attach to the speed limit sign were suggested. The cost will be approximately \$3,000 dollars. Maintenance will be approximately two to three hundred dollars a year. Discussion continued on the type of battery system, wind resistance of the signs, and details of maintenance

performed yearly. The pole supporting the speed limit sign will be \$1200 to \$1500 dollars. Existing poles would not be used due to wind requirements. Ms. Harrison stated the Property Owners Association would be allowed to make a donation to cover the cost of the poles. Mr. Vattikuti stated maintenance on the speed reader would be performed by Public Works and Traffic Engineering would be in charge of determining locations of sign placement. Mr. Brock asked if the Committee would have input on locations. Ms. Harrison confirmed. Reliability of the product was questioned. Mr. Vattikuti stated there is a warranty on the product. Ms. Harrison advised more research will be completed and will be discussed at the next meeting.

- Shoreview / one way street- Mr. Vattikuti said before changing a two way street to a one- way street the road will need a minimum of two internal connections and there are no existing connections between Shoreview and Gulf Blvd. Mr. Wing asked about speed bumps along Gulf Blvd. Mr. Vattikuti suggested enforcement first. Discussion continued on speed dips and speed limit reductions
- Sidewalks without edge are not in the plans. Ms. Musselman advised the current plan does not include sidewalks with curbs.
- Recess 11:16am-11:20am
- Discussion as a Board of the recent Newspaper articles – Ms. Dunham -Card discussed the inaccuracies written in the newspaper article. Mr. Wing thanked Elaine Allen-Emrich for writing the article because the meeting has order and the Robert's Rules of Order are now being followed. Ms. Johannessen agrees there were inaccuracies in the article but the article has facilitated the Committee to do a better job. Mr. Brock believes citizen input should be the guiding force for the Committee.
- Whitcomb request- The Committee received a request to repair the private road. Ms. Galberaith stated in early 90's an apron was constructed. Residents believe the apron is creating holes in the roadway. Ms. Harrison will have Public Works review the area and report the findings to the Committee.
- Irrigation damaged Circle K/snipe signs- Irrigation has been repaired but landscaping needs attention. The areas of concern are located at Lock and Key and Englewood Beach Villas. Mr. Elias stated Public Works would trim the landscape. The drip line was punctured by placement of an illegal sign in the round-about ROW. Discussion continued related to enforcement and code compliance. Ms. Harrison suggested calling the phone number located on the sign before reporting to Code Compliance.

#### **Old Business:**

- Master Plan/Mass Mailings- Ms. Musselman advised 60% plans were removed from the agenda due to incomplete plans. Mr. Elias stated many options for the plan were brought forward at the last meeting and Public Works conveyed those ideas to the Commissioners. Mr. Elias stated it is unclear how the Master Plan should proceed and advised to place the design on hold and develop a mailer to gather public input. Ms. Musselman conveyed the options available; move forward with the plan as presented, move forward with only lighting as presented, move forward with sidewalks and no lighting, and widen the road for a bike lane with no sidewalks. Ms. Galberaith wants a workshop to discuss options for the mailer. Discussion continued on opposition of the sidewalks, turtle patrol, west side lights, speed control, survey content, and survey response. Mr. Elias stated the county will partner with the Committee to develop the survey, distribute the survey, collect data from survey and make decision from the results. Ms. Musselman stated a rough cost of options will be added to the mailer. Ms. Lisby stated the project will have no impact taxes as long as the project stays within the budget. Ms. Lisby stated in FY16, one million is budgeted for construction and \$ 60,000 for engineering. Ms. Musselman advised \$175,000 was taken out and put in FY17 due to no funds. A workshop will be held prior to the regular meeting. The Committee would like estimate of costs prior to the next meeting. Mr. Brock provided a Gulf Boulevard Maintained Right of Way Map dated 10/4/2001 and would like the County to review the area in front of the White Elephant.
- Crosswalks request east of Sweptson Bridge/On Beach near Gulf to Bay & West of Tom Adams Bridge- Sandpiper Key residents have requested crosswalks west of the Tom Adams Bridge. Mr. Vattikuti explained if sidewalks do not exist then no crosswalk can be constructed. Location details were discussed on Google Earth. Mr. Vattikuti questioned the amount of people the crosswalk would serve and confirmed installing a side walk west of the Tom Adams Bridge would be feasible but maintenance cost would be required.  
On Beach near Gulf to Bay - there are no sidewalks on Beach Road so a crosswalk will not be allowed.  
East side of the Sweptson Bridge- No crosswalks due to safety issues. Mr. Vattikuti stated traffic exiting the bridge at a high rate of speed would be a hazard.  
Crosswalks are included in the commercial plan. Ms. Musselman will confirm.

- Lights Beachcomber, Turtle shields, Englewood Beach Villas- The Committee asked if the party responsible for hitting the light at Beachcomber was identified. Ms. Harrison said no. At Englewood Villas, it was determined that the damage occurred to a street sign versus a street light and only the post will be replaced. Mr. Dallenbach provided an update during the meeting that the stop sign post was replaced the day it was reported. A temporary post has been installed while the decorative post is on order.
- Turtle shields on new lights. The Committee previously voted to place the lights on the east side of the street. Ms. Musselman confirmed the lights will be 12 feet in height and light the entire street. Small shields will be placed on the lights. Mr. Brock questioned placing the lights on the west side. Ms. Musselman said the plans include sidewalks and west side placement of the lights would not be feasible. Discussion continued related to turtle friendly requirements of the lighting.
- Light at Englewood beach- Ms. Galberaith stated citizens have requested the light to be replaced at Beach Road near the Barefoot Trader. The business is willing to give the county a utility easement. Ms. Harrison stated she did field inspection and the business is not willing to move the light inside the curbing. Discussion continued relating to lighting location and the purpose of the lights. Mr. Wing stated the HOA should take care of the lighting issues. Mr. Wing motioned to notify the Englewood Beach Villas Homeowners Association that the Committee will not be replacing the light, seconded by Ms. Dunham-card passed with a 4 to 1 vote. Ms. Galberaith was the dissenting vote.
- Flappers- Ms. Harrison provided the bid for Committee review. Costs, start date, and purchasing details were discussed. Ms. Harrison will provide updates to the Committee. Cleaning of the Vortex separator for outfall cleaning was discussed. Mr. Elias advised the permit requires a once a year cleaning.

**Advisory Committee members open discussion-**

- Drainage at Admiralty Villas was discussed. Mr. Elias stated the property is low causing drainage issues. Discussion continued regarding the flooding.
- Mr. Wing expressed his disappointment in county staff regarding the 60% plans not being complete. Ms. Musselman stated the plans will be completed before the next meeting. Mr. Wing thanked Mr. Brock and The Beaches and Shores Committee for their inquiry on beach erosion.
- Ms. Johannessen thanked Ms. Galberaith for her service on the committee.
- Mr. Brock would like information at least a week before the meeting to review it.

**Citizen Input on MSTU Related Items (5 Minute Limit):**

- Mr. Jackson discussed traffic and the high speed on Gulf Blvd and stated he submitted a speed enforcement request to the sheriff's office. Deputies have been present and urged others to visit the website to request enforcement.
- Mr. Delbridge thanks the County and Committee. He suggested slowing traffic by narrowing the roadway in the high speed areas and said pedestrian areas need to be lit. Mr. Delbridge said Manasota Key needs better signage. He stated the bollards in the lights have been broken for months. Mr. Elias stated the county will repair the lights.

The meeting was adjourned at 12.58 pm.

Submitted by:

Kelly Louttit  
Public Works Department

**CHARLOTTE COUNTY  
PUBLIC WORKS DIVISION  
MANASOTA KEY S&D ADVISORY COMMITTEE  
ATTENDANCE ROSTER**

**MEETING DATE: WEDNESDAY, APRIL 8, 2015**

**MEETING TIME: 9:30 A.M. – TRINGALI COMMUNITY CENTER**

**INFORMATION SUPPLIED ON THIS FORM BECOMES  
PUBLIC RECORD**

NAME (please print)	Email Address	Telephone Number
Dawn Harrison, MS DR	Dawn.Harrison@charlottefl.com	575-3613
Kelly Louttit, Admin	Kelly.Louttit@charlottecountyfl.gov	575-3692
Manune Lisby	Manune.lisby@charlottecountyfl.gov	4978
MIKE DALLENBACH	MIKE.DALLENBACH@CHARLOTTECOUNTYFL.GOV	575-3635
John Elias	john.elias@charlottefl.com	575-3646
STEVE STUMP	TS11451420@comcast	474 8363
Linda Pancoast	LPancoast@hotmail.com	475 8537
FRANK CARLIN	CARLIN 545 @COMCAST.NET	847-4757-7911
Diane Yeomans	Tangelo03@gmail.com	207-215-9877
Ken Jackson		941-475-1925
Ian Powell	ian.powell@kangramventures.com	+447711
GEORGE BENNETT	SALTDOG1NETMAIL@AIM.COM	630-561-2129
Jeff Frige-Ataly	jefffrigeavery@yahoo.com	941-475-8537
Una Kane	NONE	941-441-7610
Brett Kane	NONE	941-441-7610
WILLIAM J MILLER	NONE	941-473-2522
WACK / JUDY HUMPHREYS	MARKMINDI@COMCAST.NET	302-436-5353
TOMMY BROCK	TOM3425@aol.com	941 475 7110
Jean Dunham Card	dunhamcard@aol.com	941.475.2011
By Galberaith		

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NAME (please print)	Email Address	Telephone Number
Dawn Harrison, MS DR	Dawn.Harrison@charlottefl.com	575-3613
Kelly Louttit, Admin	Kelly.Louttit@charlottecountyfl.gov	575-3692
ANDY WING	AWLWLB65@NETZERO.COM	941-275-7971
LORRAINE Johannessen	ljohannessen@msn.com	808-226-9369
Kim Frahm	KimKFrahm at yahoo.com	941-474-3624
<del>Dexter</del> Dexter	dexterrebecca@gmail.com	941-460-6813
Pat Bill Miller		610-310-4889
Donna Duncanson		941-475-0190
Toby Delbridge	tgdeltb@comcast.net	941 320-6360
JAMES NELSON	jim3nelson@yahoo.com	727-742-6189
Francis Dumors		
Bob Carroll		941 475 8191
BETTY SUE CARROLL	BethySueCarroll@comcast.net	941-475-8191
Maryl. Wolff	Mseawolff@aol.com	941 475-9443
Charles Wolff	"	"
Cheryl Strychowski	Mrs Stry@yahoo.com	267-337-2586
SANDRA SLANE	sandra.slane@gmail	4128772303
VENIAT VATTIM		941-575-3676
Elaine Allen-Enrid	eallen@sun-herald.com	941-223-7120
DANAY Monica	DMonica3@AOL.com	473 8402

