

MEETING MINUTES
NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE
January 15, 2015 – Regular Meeting
2:00 P.M. – Building Construction Services Conference Room

Attendees: Buz Collins, Roger Heller, Paul Pilch, Jeri Reif, and Karen Totten

County: Commissioner Deutsch, Dan Quick, John Elias, Mike Dallenbach, Karly Greene, James Layport, Francine Lisby, Judith Nothdurft, and Venkat Vattikuti

Guests: Sign-in sheet attached

The meeting was called to order at 2:02 p.m. A roll call of members was taken that established a quorum was present and member term limits were reviewed.

The minutes from October 2, 2014 were unanimously approved as amended. The minutes from November 13, 2014 were unanimously approved as written.

Citizen Input Agenda Items Only (3 Minute Limit):

- Isle Mindling, 1316 Eppinger Drive, expressed concern with the paving program, indicated additional people would have been in attendance if they were aware of the meeting, stated large impacts may be faced by a number of people, agreed there are some streets that need improvement, and noted her opposition to all streets being paved. Ms. Nothdurft advised MSBU meetings are posted on the County website and on CC-TV.
- George Mindling, 1316 Eppinger Drive, stated there is an error that occurs in finding the agenda and indicated government postings are usually free of charge. Discussion ensued regarding e-mailing the Agenda to the Northwest Port Charlotte Community League. Mr. Quick advised County staff would review options for posting the MSBU Agenda to the website once available.
- Tom Mulkey, 2255 Cornelius Boulevard, indicated a survey was conducted of the streets and roads in the area, stated he was in charge of section 5, noted the County parking lot was in worse condition than the streets in Northwest Port Charlotte, commented on speed bumps installed, questioned why a reserve fund could not be built up to avoid charging interest fees for 10 years, and suggested the paving program be delayed. Mr. Collins noted a survey was conducted and found that approximately 20% of the streets need repair or paving, indicated the poor streets are clustered together and near canals or where water drains, stated a resolution has not been reached for drainage work, commented that a plan was received 2 weeks prior, mentioned Public Works work conducted currently, spoke to estimated costs being high, and listed specific costs to the MSBU. Mr. Mindling requested further clarification of survey results. Mr. Collins expanded upon the listed results and noted previously discussed remaining street lifespans. Mr. Heller spoke to the 5 year paving project, questioned what Engineering would do to evaluate streets, mentioned it may be useful for a representative to attend a Community League meeting to explain how the MSBUs function, and requested an explanation. Mr. Collins commented on MSBU purpose, expectations for funding capital projects, and asked if the paving contract needed to be renewed yearly.
- Curt Lundeen, 13229 Irwin Drive, commented on a past Community Meeting and the explanation of the paving project, expressed concern with the lack of information, noted a graph was portrayed related to road lifespan, stated his road has not changed within the 12 years he has resided on Irwin Drive, and requested the reference for the graph that was portrayed. Mr. Mindling recalled there were no dates or timelines included on the graph.
- Robert Delorenz, 1377 Longson Street, noted the drain pipe that was installed last winter, mentioned there has not been any improvement, expressed his preference for drainage to be addressed prior to paving, commented on visitors bottoming out on speed bumps at the ends of every street, and noted lot ownership in the area. Mr. Mulkey provided a photograph of a speed bump and water remaining on both sides of it.
- Robert Cable, 1420 Frisco Terrace, indicated there are many areas in the back of lots that have water that never drains and questioned how the area would be addressed as it is private property. Mr. Collins spoke to line and grade work conducted, indicated the brush work done ruined swales, stated a public works employee checking sign reflectivity parked in swales and left large ruts. Mr. Mindling mentioned there were younger individuals in the neighborhood destroying swales by drifting within the swales.

Election of Chair & Vice Chair:

- Ms. Nothdurft advised a Chair person can serve 3 consecutive terms. Mr. Pilch nominated Mr. Heller as Chair, seconded by Mr. Collins, there were no other nominations, Mr. Heller accepted the nomination, and passed unanimously. Mr. Collins nominated Mr. Pilch as Vice Chair, seconded by Ms. Reif. Mr. Pilch nominated Ms. Totten, seconded by Ms. Reif, and passed with a 3 to 2 vote.

Unfinished Business:

- Paving Program / Swale Work – Mr. Layport provided a brief overview of how roads are determined to be resurfaced, indicated the roads were last resurfaced in 1994-95, noted a paving program has been attempted for the last 3 years and was approved at a recent MSBU meeting. Ms. Nothdurft read a portion of the minutes into the record related to passing the paving program. Mr. Heller indicated the letter was approved to be mailed out. Mr. Layport stated a date was never given to conduct the evaluation, commented that the evaluation normally needs to be conducted 2-3 months prior to purchasing sending out a contract. Mr. Quick stated the evaluation is conducted to quantify where the roads are to be resurfaced, where and how much road base may need to be repaired and replaced to assist purchasing in the bid process to receive a true cost. Commissioner Deutsch questioned if the evaluation included the swale process. Mr. Layport indicated no. Mr. Collins stated a budget is being requested, noted a scope of work has not yet been prepared, expressed his belief that public works has not physically viewed the roads, and commented on the public nature of MSBU meetings related to contractors reviewing the streets. Mr. Heller spoke to \$15,000.00 included within the budget for the evaluation. Mr. Layport indicated the number included in the budget is an estimate and is usually estimated high. Mr. Quick commented that the estimate is for a 5 year program. Mr. Heller questioned if the graph portrayed was based on statistics in the industry. Mr. Layport indicated the graph was provided via the highway. Mr. Quick will follow up regarding additional information for the graph. Mr. Heller inquired if the graph was specific to the area of the country. Ms. Reif expressed concern with the mailing of the letter, agreed that all should be involved although all individuals who do not reside in the area are not directly affected, asked that the paving program be tabled for a year, and requested the drainage work be addressed within that year. Mr. Collins stated his concern for setting a budget number without knowing costs, expressed his preference for adding onto an existing contract, and spoke to not agreeing with paving without drainage work being conducted prior. Ms. Totten stated her understanding of estimated budgets, expressed concern with putting a contract out to bid. Mr. Layport assured that no project actual costs have come in higher than estimated. Commissioner Deutsch stated two factors should be considered including to first conduct swale work, indicated costs for roadwork should be decreasing, and noted the cost of the product should also decrease. Mr. Quick indicated supply and demand plays into project costs, stated the Public Works Department is now in charge of a \$100 million dollar road project, and listed affected roads. Mr. Heller stated his understanding that swale work would be done where necessary prior to paving.
- Mr. Elias indicated direction was given for paving Zone 3 first, mentioned drainage issues have been reviewed in the area, noted there is misinformation, stated swales will not be dry once line and grade is completed, advised line and grade is put to how the County is permitted, commented that areas where water crests over the road and citizen complaints would be handled, provided details of the brush contractor that was not able to meet the contract, advised the brush cutting and vertical hedging is now the same, detailed he was attempting to follow up on his commitment for a drainage crew to be within the area prior to the end of 2014, and noted several requests are being worked currently. Mr. Collins questioned if the other road projects should be conducted prior to adding to the workload, indicated he has been happy to see work done, and expressed concern that the work does not seem to be working. Mr. Elias clarified that all drainage work would not be conducted and even so the swales would still be wet.
- Ms. Quick indicated it is ultimately his responsibility to bring to the BCC on an annual basis the work needed to be done in his professional opinion, advised his recommendation to the BCC would include to resurface all roads in NWPC this budget cycle, noted the swale work, enhanced swale work, and vegetation work can continue, stated he is obliged to send a mailout to all property owners to provide to the BCC. Mr. Heller questioned if it was the same letter as approved. Mr. Quick affirmed, indicated the Committee needs to clearly articulate their preference for the mailout as options for all property owners in NWPC, and stated a representative from the Committee would need to present their preference to the Board. Ms. Reif questioned if the paving would be conducted by Zone. Mr. Layport confirmed, advised staff was directed to begin in Zone 3, and commented on asphalt costs. Mr. Collins questioned the chart portraying the useful life of roadways and Mr. Quick's professional opinion. Mr. Quick indicated the typical life of the roads in Charlotte County are between 15 and 20 years, was last paved in 1994-1995, and

confirmed he would provide the documentation. Mr. Layport reviewed every road in NWPC previously. Mr. Mindling interjected that the roads were not paved in 1994-1995. Mr. Heller stated if the County option was not to be chosen then a well thought out alternative needed to be agreed upon, and questioned the Commissions responsibility to protect the infrastructure. Commissioner Deutsch indicated the recommendation of staff tends to be followed, he prefers to receive citizen input, spoke to his background regarding Florida roads, noted he has traveled approximately 75% of the roads in NWPC, expressed his preference for the Committee to agree upon a stepped approach, mentioned a project in Charlotte Harbor CRA was to begin in March, advised funds are sometimes not spent until years later, and spoke to privatizing within the County. Mr. Quick stated the roads in the worse condition are paved first. Mr. Layport indicated the majority of the roads were paved in 1994-95, and there was scattered paving through 1995-1998.

- Discussion occurred related to a motion for drainage work to be done prior to paving where necessary. Mr. Elias stated drainage would be conducted as stated, if service requests are received, noted \$175,000.00 was budgeted for the current fiscal year, and affirmed that M&O works together with the paving program. Mr. Elias indicated drainage work could continue forever and concentration will occur for areas that water crests the roadway. Mr. Mindling stated he was a former chairman of the Advisory Committee and commented on past drainage work achieved by the Advisory Committee.
- Mr. Heller motioned for line and grade work where needed will be done prior to paving, seconded by Ms. Reif. Mr. Elias indicated requests received would also be addressed. The motion passed unanimously.
- Mr. Heller reviewed general suggestions including no paving, pave as necessary, and the County recommendation to move ahead. Mr. Collins spoke to mobilization for paving, noted streets that most streets that require paving are clustered together, suggested the survey results be provided to County staff, and commented on the number of paved miles per year. Mr. Heller noted a charge would be associated with providing County staff the list to review. Commissioner Deutsch suggested the list be provided to Mr. Quick for review. Mr. Quick clarified references to paving sections. Mr. Heller expanded upon Mr. Collins' suggestion. Mr. Collins motioned for the streets that are in fair or poor condition based upon an engineering survey. Mr. Quick further expanded on the proposed paving program based upon sections and advised that he would not have a contractor mobilize throughout sections. Mr. Elias indicated there could be damage done to roads by switching sections for paving. Mr. Heller noted the increase would be \$7.00 per month per lot and questioned unknown increases in the future. Ms. Totten questioned if the proposed motion would need additional citizen input and approval. Mr. Collins motioned to pave streets in fair to poor conditions based upon an assessment performed by an independent engineer or public works, seconded by Mr. Pilch, the motion failed with a 3 to 2 vote. Ms. Reif motioned to follow the engineer's recommendations by starting with paving Zone 3, after swale work is done, and continue on to the 2nd, 3rd, 4th, and 5th zones, seconded by Mr. Heller and the motion passed with a 3 to 2 vote. Mr. Quick advised the previously approved letter would be mailed out.
- Mr. Heller expressed his appreciation for citizen input at the Community League meeting, and apologized to the County staff present at the Community League meeting. Mr. Quick confirmed staff members are willing to provide information in a community meeting setting and stated he would not allow his staff to be exposed to abuse at a Community Meeting. Mr. Heller expressed his preference to present information to the Community in a calm and logical fashion to a large number of individuals.
- Herbicide Treatment of Roads – Mr. Collins indicated he met with Commissioner Deutsch regarding herbiciding roads and spoke to related costs. Mr. Layport recommended the Committee review a herbiciding program once the paving program is complete. Mr. Collins questioned specifics of the rejuvenation program. Mr. Layport advised the rejuvenation program addresses asphalt and two applications add years to the road lifespan.
- Loan / Assessment Increase –
- Public Outreach Letter –
- Bridge Pile Jacketing – Ms. Nothdurft indicated the plans are 100% completed and are being reviewed currently. Mr. Collins questioned if money was within the budget and if a cost estimate was received. Ms. Lisby noted there was \$900,000.00 budgeted. Ms. Nothdurft advised

- Evaluation of Lower Speed Limit on Jacobs – Mr. Elias indicated Mr. Vattikuti noted the speed study was scheduled for the week of January 26, 2015 and the results and recommendation would be provided to the Committee during the week of February 2, 2015.

New Business:

- Year End Financials FY 2013/14 –
- Activity Report (10/1/14 – 12/31/14) – Ms. Nothdurft provided the Activity report for Committee review. Mr. Collins noted the costs related to a service request for pepper tree trimming and expressed his preference for the cost to be charged back to the contractor. Mr. Dallenbach advised there was a line of sight issue and the matter was handled appropriately. Mr. Collins noted his review of work conducted on Biscayne and questioned if the work could be added back to the MSBU Budget. Mr. Elias affirmed the matter would be reviewed. Mr. Heller would like to ensure that any charges placed against the MSBU for Chancellor Boulevard, Biscayne, and Cornelius Boulevard would be refunded. Mr. Collins noted 3 charges on different days for potholes on the previous Activity Report and stated his belief the potholes relate to drainage. Ms. Totten questioned the meaning of TSM under equipment description. Mr. Elias indicated the acronym stood for Traffic Signal Maintenance. Ms. Totten inquired if the costs related to annual maintenance. Mr. Collins questioned how often sign reflectivity needed to be reviewed. Mr. Elias advised there is a requirement and a law was passed.
- Draft 2 Year Budget for FY 2016 & FY 2017 – Ms. Lisby provided an overview of the 2 year budget. Mr. Collins spoke to the paving amount of \$5214.00 and questioned if the costs were just for Zone 3. Discussion occurred related to the cost of paving per mile and the total miles per Zone. Ms. Reif questioned if work halts if the budget is reached prior to completion of a Zone. Mr. Quick advised that the budget will be verified. Ms. Lisby indicated the total project numbers are correct. Mr. Collins requested backup documentation for labor costs and charge out rates and listed specific budget numbers that caused him concern. Discussion occurred related to charge out rates. Ms. Lisby will provide additional detail and confirmed she would ensure the CIP reflects any changes made.

Open Discussion:

The Committee expressed preference for new committee member orientation. Mr. Elias mentioned it was brought up with Administration, advised an update would be provided, and noted a Community Outreach Meeting could be scheduled with staff moving forward. Ms. Nothdurft indicated the public outreach letter would most likely be mailed by the end of January.

Citizen Input MSBU Related Items (3 Minute Limit):

- None.

The next meeting is scheduled for Thursday, March 26, 2015 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting was adjourned at 4:28 p.m.

Submitted by:

Karly Greene for Carly Greene

Karly Greene
Public Works Department

CHARLOTTE COUNTY
PUBLIC WORKS DIVISION
NORTHWEST PORT CHARLOTTE STREET AND DRAINAGE ADVISORY
COMMITTEE
ATTENDANCE ROSTER

MEETING DATE: Thursday, January 15, 2015

MEETING TIME: 2:00 P.M. – Building Construction Services Conference Room

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

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