

**MEETING MINUTES**  
**NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE**  
**March 26, 2015 – Regular Meeting**  
**2:00 P.M. – Building Construction Services Conference Room**

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

**County:** John Elias, Mike Dallenbach, Kelly Louttit, Gary Grossman, Francine Lisby, Dan Quick and Judith Nothdurft

**Guests:** Sign-in sheet attached

The meeting was called to order at 2:00 p.m. A roll call of members was taken that established a quorum was present and member term limits were reviewed.

The minutes from January 15, 2015 were unanimously approved as amended.

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

- None

**Unfinished Business:**

- Proposed Paving Project Outreach Letter/ Survey- Mr. Heller questioned percentage of return. Ms. Nothdurft said approximately 27% percent returned to date. Mr. Quick stated in the South Gulf Cove mailing the return rate was 30%. Randy Backer indicated he did not receive a ballot card; Ms. Nothdurft will provide a ballot card. Mr. Heller questioned options for posting the results and asked if the results could be shared with the Community League. Mr. Elias advised the results will be given to the committee and can be shared.
- Reclaim Right-of-Way/ Brush Clearing- Section 3 is complete. Discussion occurred relating to an area off Jacobs where the heavy brush caused large piles of mulch in the ditches. The contractor does not remove the mulch; it will be removed when the drainage work occurs. Mr. Dallenbach advised if a particular area is not scheduled for drainage work then Maintenance and Operations would be able to remove the mulch. Mr. Heller stated there has been several complaints and will provide the information to Public Works. Mr. Elias stated if money is still available for brush clearing additional work can be completed in the area and clarified the committee's long term plan was to reclaim the right- of -way. The Committee will decide on the next location and asked the county's recommendations. Mr. Elias suggested the committee think about which areas will be paved next, are most populated, and areas that retain water. Mr. Heller stated in some areas the contractor damaged concrete piping when mulching. Mr. Dallenbach will contact the contractor. Thomas Mulkey 2255 Cornelius Blvd. stated he has a line of sight issue with his brush. Mr. Elias advised the county handles all line-of-sight issues immediately. Discussion continued on vertical hedging, mulching issues, and herbicide treatments. Mr. Elias provided an update on remaining funds for brush clearing of approximately \$94,000 dollars. Mr. Pilch motioned to start work to reclaim right- of- way and brush clearing in Zone 2, Mr. Heller seconded and motion passed unanimously.
- Drainage Improvements/ Swale Grading- Mr. Dallenbach stated crews are working through the sections from houses to outfalls fixing known drainage problems. Discussion continued on sod replacement. Mr. Heller questioned percentage of completion and costs associated with line and grade work. Mr. Elias will follow up.
- Herbicide Treatment of Roads – Mr. Heller advised the item should remain on the agenda until the paving project is decided on.
- Bridge Pile Jacketing – Ms. Nothdurft said Engineering is ready to Request Letters of Interest to potential contactors for inspection and design. In October the committee approved \$100,000 for Phase1. Timeframe was discussed.

- Evaluation of Lower Speed Limit on Jacobs – Mr. Grossman provided the results of the speed study for committee review. The recommendation of the transportation engineer is to leave the speed limit as-is. Discussion continued regarding specific areas on Jacobs for reductions; mainly the bridge. Committee wants a solution. Mr. Grossman will consult with Mr. Vattikuti on other options available.
- Traffic Lights at US41 & Chamberlain/ US 41 widening- Mr. Heller wants item revisited. Mr. Quick advised the area is a State Road and the County has no involvement. Discussion continued related to safety issues, construction and options available for a traffic light. Mr. Dallenbach provided contact information from the FDOT website to the committee. Mr. Dallenbach will provide a link to the website to Mr. Heller.

#### **New Business:**

- Roberts Rules of Order- Mr. Heller asked the committee to review the Roberts Rules of Order.
- SGC Pepper Tree Test Treatment Area- Mr. Heller motioned to continue to review the results of South Gulf Cove Pepper Tree herbicide treatment for potential treatment in the Northwest Port Charlotte area. Ms. Reif seconded. Mr. Dallenbach said Cando Avenue is the treatment area in SGC and suggested the committee observe the area. Motion tabled until next meeting. Discussion occurred regarding length and width of treatment areas and types of treatment.
- Jacobs-Consider for Gas Tax Road- Mr. Heller expressed concerns about the increase in traffic on Jacobs Street. Mr. Grossman said there is a traffic count spreadsheet for the area. Criteria for selection were discussed. Mr. Pilch motioned to have Jacobs Road be considered as a gas tax road, Ms. Reif seconded and passed unanimously. Mr. Elias will provide an updates as they become available.
- Bethel Property- Mr. Heller questioned why county vehicles are on private property. Public Works is working on drainage in right-of-way for Area 3. Grading and outfalls were discussed.
- Alternative Funding Sources- Mr. Heller asked for input on available sources of funding in the county for future projects. Ms. Reif stated she is working with the Boy Scouts, Northwest Port Charlotte Community League and the Keep Charlotte Beautiful Committee for maintenance on the Biscayne and SR776 monument. Mr. Elias suggested contacting other communities for input.
- Right hand turning lanes off SR776 at Biscayne, Cornelius, and Jacobs- Committee stated the roads are dangerous. Ms. Totten motioned to add right hand turning lanes off SR776 at Biscayne, Cornelius and Jacobs, Mr. Pilch seconded and motion passed unanimously. Mr. Heller would like status updates.
- Future Vision for Beautification/Landscaping- Mr. Pilch questioned money for beautification. Ms. Reif suggested community involvement. Entry features were discussed as possible future projects. Topic tabled until next meeting. Ms. Nothdurft will obtain cost information on SGC Entrance Signs for committee review.
- Financial History/ 1<sup>st</sup> Qtr. Actual 2014/15- Ms. Nothdurft provided the Financial History report for Committee review. Mr. Heller questioned negative interest balance. Ms. Lisby explained accruals, credit and debits and income accounts, and advised the second quarter will have a positive interest number.
- Activity Report (1/1/15-2/28/15) - Ms. Nothdurft provided the Activity Report for Committee review. Mr. Heller questioned debris removal on pages 8 through 12 of the activity report and questioned gas tax road charges. Mr. Dallenbach will provide committee with an update on charges.
- Draft FY 2016 & FY 2017 Budgets- Ms. Nothdurft provided the Draft FY 2016/2017 Budgets for Committee review. Ms. Nothdurft will provide the committee the dates for the MSBU Public Hearings in July.

#### **Open Discussion:**

- Mr. Pilch question why the meetings are not advertised in the newspaper. Ms. Nothdurft stated cost.

**Citizen Input MSBU Related Items (3 Minute Limit):**

- Thomas Mulkey asked if there is anything that can be installed to stop mud from filling the swale in front of his house. He feels two pipes have separated at 2327 Cornelius Blvd. Mr. Elias said a catch basin may need to be installed and will send a crew to investigate. Mr. Heller requested a status update be provided at the next meeting.  
Mr. Mulkey expressed his pleasure of how well the meeting was conducted.

The next meeting is scheduled for Thursday, May 14, 2015 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting was adjourned at 3:44 p.m.

Submitted by:



Kelly Louttit  
Public Works Department

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

**MEETING DATE: THURSDAY, MARCH 26, 2015**

**MEETING TIME: 2:00 P.M. – BUILDING CONSTRUCTION SERVICES**

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

| NAME (please print)   | Email Address                       | Telephone Number |
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| Nancy Marroquin       |                                     |                  |
| Randy Becker          |                                     |                  |
| Karen Totten          |                                     |                  |
| Paul P. ...           |                                     |                  |
| JERI K. BEIF          | tomnjeri33953@gmail.com             | 941-235-3243     |
| Roger Heller          |                                     |                  |
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