

MEETING MINUTES
NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE
MAY 14, 2015 – Regular Meeting
2:00 P.M. – Building Construction Services Conference Room

Attendees: Roger Heller, Paul Pilch, and Karen Totten

Absent: Jeri Reif (excused)

County: Mike Dallenbach, Kelly Louttit, Gary Grossman, 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. Discussion occurred relating to advertising vacant positions in the newspaper. Mr. Dallenbach will provide the newspaper contact information to Mr. Heller.
- The minutes from March 26, 2015 were unanimously approved as written.
- Roberts Rules of Order/Sunshine Law Presentation was held in Room #119 then the meeting resumed at 2:32 pm in the Building Construction Services Conference Room.

Changes to the agenda:

- None

Citizen Input Agenda Items Only (3 Minute Limit):

- None

Unfinished Business:

- Proposed Paving Project Outreach Letter/ Survey Results- Mr. Heller stated 34% percent responded to the survey and the results indicated 28% percent were in favor and 72% percent were not in favor of the paving project.
- Proposed Paving Budget Review Process: Mr. Heller stated the survey is now complete. The next step is for the MSBU Public Hearing, which for NW Port Charlotte S&D will be held on July 22, 2015 at 5 p.m. Ms. Nothdurft stated there will be a public budget hearing on September 10th to review the budget and a final budget hearing on September 24th. Discussion continued regarding details of the budget hearings.
- Reclaim Right-of-Way/ Brush Clearing- Mr. Dallenbach stated Area 3 is complete. The contractor is working in the Gulf Cove area and will be pulled out of the county for approximately 4 weeks. Work will resume in Area 2 once the contractor returns. Mr. Pilch questioned if all areas will be completed in a year. Mr. Dallenbach stated no. Mr. Heller questioned maintenance. Mr. Dallenbach stated one section will be done each year and the left over monies will be used for maintenance from previous brush clearings and if line of sight issues arise they will be handled in house by Public Works.
- Drainage Improvements/ Swale Grading- Mr. Dallenbach stated between Cornelius, Jacobs Chamberlain, and Eleanor are the current work locations. Mr. Pilch questioned timeframe. Mr. Dallenbach stated the work will continue throughout the fiscal year and the areas where water is running over the road will be repaired if repaving occurs. Bob Spivey discussed his drainage issues near his residence. Ms. Nothdurft reviewed the changes implemented by the County Attorney in regards to citizen input. Mr. Dallenbach reviewed other rules required by the County Attorney.
- Herbicide Treatment of Roads – Mr. Heller requested the item be left on the agenda.
- Bridge Pile Jacketing – Ms. Nothdurft stated Ms. Slaughter will be hiring a consultant to determine the number of pile jackets needed and repairs that are necessary. Ms. Nothdurft will include Kelly Slaughter in the next meeting for updates.
- Evaluation of Lower Speed Limit on Jacobs: Mr. Heller stated a speed study was completed on Jacobs. Mr. Grossman stated the new signs installed are advisory not regulatory. Mr. Heller questioned how to evaluate impact of the signs on top of the bridge. Mr. Grossman stated a new speed study could possibly be performed at the same location. Mr. Grossman will consult with Mr. Vattikuti for input.
- Traffic Lights at US41 & Chamberlain/ US 41 widening: Mr. Heller would like to leave the item on the agenda and seeks input for better communication with FDOT. Mr. Grossman stated he will provide the criteria for traffic signal installation to Ms. Nothdurft for Committee review. Discussion continued relating to criteria needed to qualify for traffic lights.

- Right hand turning lanes off SR776 at Biscayne: Mr. Grossman stated turning movements counts were gathered on April 6th, 2015 at Biscayne, Cornelius and Jacobs. Cornelius and Jacobs do not meet the criteria and Biscayne might qualify for right hand turning lane installation. Data will be forwarded to FDOT in Bartow for review. Timeframes were discussed. Mr. Heller would like to leave the item on the agenda.
- Jacobs Consider for Gas Tax Road: Mr. Heller asked about criteria to qualify for a gas tax road. Mr. Grossman stated Jacobs looks promising to be declared as a gas tax road. Mr. Heller questioned traffic volume change in the last 5 years. Mr. Grossman stated traffic counts are taken two times a year and he will provide the counts for the past few years for Committee review.
- Future Vision for Beautification/ Entrance Sign: Ms. Nothdurft provided information to the Committee relating to entrance features. Discussion occurred relating to types of signs available, pricing, and locations for placement. Ms. Nothdurft will verify if the costs include the design. Mr. Heller would like to leave the item on the agenda for the next meeting.
- Alternative Funding Sources: Mr. Heller motioned to table the Alternative funding sources until the next meeting, seconded by Mr. Pilch; motion passed unanimously.
- SGC Pepper Tree Test Treatment Area: Mr. Heller motioned to not pursue the pepper tree treatment, Ms. Totten seconded, motion passed unanimously.

New Business:

- County Owned Properties in NW Port Charlotte: Discussion occurred relating to county owned property within the Northwest Port Charlotte Street and Drainage MSBU. Mr. Heller stated 73 properties are owned by the County and provided a breakdown of ownership.
- Financial History/ 2nd Qtr. Actual 2014/15: Ms. Nothdurft provided the Financial History for Committee review. Mr. Heller questioned the printing and binding charge. Ms. Nothdurft will investigate.
- Activity Report (3/1/15-4/30/15)- Draft FY 2016 & FY 2017 Budgets: Mr. Heller questioned refund of monies from the gas tax roads. Ms. Nothdurft will provide the information the Committee via email. Debris removal charges were discussed. Mr. Dallenbach will provide the information to the Committee. Mr. Heller stated most of the items left by FPL have been removed. Mr. Dallenbach stated a phone call has been placed to FPL just awaiting a return phone call. Mr. Heller asked about the citizen work order requests from last meeting. Mr. Dallenbach stated the items are being worked.

Citizen Input MSBU Related Items (3 Minute Limit):

- Bob Spivey, 1638 Bruning Ct, stated there are drainage issues near his residence which is causing standing water to remain in the swale. Mr. Dallenbach stated a drainage request will be entered and remain on file. Mr. Heller questioned timeliness for standing water requests submitted to Public Works. Mr. Dallenbach stated an emergency request would be defined if the water was entering a residence and noted a fifth drainage crew will be added in the near future. Pepper tree spraying was discussed.
- Bill Wilcott, 1268 Eppinger Drive, stated some of the swales are being addressed and some are not. His stated his lot will have drainage issues due to the driveway pipe being blocked. Mr. Wilcott stated the brush was cut causing trees to fall and questioned if the brush will be removed. Mr. Dallenbach will follow-up on. Discussion occurred relating to charges for brush cutting. Mr. Wilcott said water is collecting in the swale on Canadian Avenue. Mr. Dallenbach will investigate the drainage issues.

Advisory Committee members open discussion:

- Mr. Pilch questioned the numbering of the zones and it was determined it was the drainage maps versus the paving program map. The Paving map has 5 Phases/Zones.
- Mr. Heller asked if each Committee member could be assigned a section to investigate potential problems in the MSBU area. Ms. Totten is assigned Section 1, Mr. Pilch Section 2, Mr. Heller section 3 and 4, and Ms. Reif Section 5. Procedure for downed signs was discussed.

Items for Agenda for next meeting:

- Reclaim Right of Way/Brush Clearing
- Drainage Improvements/Swale Grading
- Bridge Pile Jacketing
- Evaluation of Lower Speed Limit on Jacobs
- Traffic Lights at US 41& Chamberlain/ US41 widening
- Right Hand Turing lanes off SR776
- Jacobs- Gas tax road
- Future Vision for Beautification/Entrance Sign Estimate

- Alternative Funding Sources

The next meeting is scheduled for Thursday, August 13, 2015 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting was adjourned at 3:44p.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, MAY 14, 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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<i>Roger Heller</i>	<i>roger.heller@comcast.net</i>	
<i>PAUL PITCH</i>		
<i>Bob Spivey</i>		
<i>Sheila Spivey</i>		
<i>Randy Becker</i>		
<i>Nancy Marroquin</i>		
<i>William Wilcott</i>		
<i>Tom REIF</i>		
<i>Karen Totten</i>		
<i>MIKE DALLENBACH</i>	<i>MIKE.DALLENBACH@CHARLOTTECOUNTYFL.GOV</i>	<i>575-3635</i>