

**MEETING MINUTES**  
**NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE**  
**August 13, 2015 – Regular Meeting**  
**2:00 P.M. – Building Construction Services Conference Room**

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

**Absent:** Karen Totten (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
- **Changes to the agenda:** None
- The minutes from May 14, 2015 were unanimously approved as written.
- **Citizen Input Agenda Items Only (3 Minute Limit):**  
Mr. Collins questioned herbicide program details. Mr. Heller stated the herbicide will be completed after paving. Mr. Pilch motioned to close citizens input, seconded by Mr. Heller and the motion passed unanimously.

**Unfinished Business:**

- Proposed Paving Program/MSBU Hearing - Mr. Pilch discussed details of the MSBU public hearing with the Committee. Discussion continued regarding equal benefit and details of the Commissioners' vote. Ms. Nothdurft will check to see if there will be a public input section for the September Budget Public meetings.
- Reclaim Right-of-Way/ Brush Clearing - Mr. Dallenbach stated Zone 3 is complete and no additional work has been completed in other sections due to heavy rain. Discussion continued regarding pepper tree cutting, funding for additional pepper tree work. Mr. Dallenbach will look into the scheduled maintenance plan for brush clearing and report back to the Committee.
- Drainage Improvements/Swale Grading - Mr. Heller stated Zone 3 is acceptable regarding drainage but Zones 4 & 5 have standing water. Mr. Dallenbach stated swale and drainage work will commence once the rainy season ends. Mr. Heller questioned stakes in the area of Eleanor. Mr. Dallenbach will investigate and report back to the Committee.
- Citizen Drainage/Trimming Requests - Ms. Nothdurft reviewed work orders that have been submitted to the County. Hale Street, Bob Spivey, Bruning Court, Bill Willcott, Eppinger Drive, Roberta Merritt, all have open work orders and are currently under review.
- Herbicide Treatment of Roads – Mr. Heller requested the item be left on the agenda.
- Bridge Pile Jacketing - Ms. Nothdurft provided an update from Kelly Slaughter stating the project scope and fees are still in negotiations. Mr. Heller requested Kelly Slaughter attend the next meeting
- Evaluation of Lower Speed Limit on Jacobs - Mr. Grossman stated the second speed study will be performed in the same month the original speed study was completed.
- Traffic Lights at US41 & Chamberlain/ US 41 widening - Mr. Heller stated a letter has been written to the State. Discussion continued regarding not being able to cross Chamberlain from US 41. Mr. Grossman distributed the traffic count study and criteria to justify traffic control signal packet to the Committee. Mr. Grossman will investigate the closure of Chamberlain and report any findings to Ms. Nothdurft.
- Right hand turning lanes off SR776 at Biscayne - No updates at this time. Mr. Grossman will provide an update to the Committee next meeting.
- Jacobs Consider for Gas Tax Road - Mr. Dallenbach stated the County Engineer and Mr. Quick will make a determination of the roads but no decisions have been made at this time.
- Future Vision for Beautification/ Entrance Sign Estimates - Mr. Heller stated there is no money in the budget at this time.
- Alternative Funding Sources - Ms. Reif suggested Keep Charlotte Beautiful for an alternative funding source. Ms. Reif advised Keep Charlotte Beautiful receives funding through Federal grants, but stated funds will not be available until after January 2016. Discussion continued regarding applications for

funding, the process of submitting an application, combining community groups for projects, and soliciting local stores for donations. Ms. Nothdurft will see if the MSBU can be involved in this process.

**New Business:**

- Committee Member Drive-by Updates - Mr. Pilch stated Zone 2 has no issues; Ms. Reif stated Zone 3 had the least amount of litter according to monitoring done by Keep Charlotte Beautiful, and Mr. Heller stated Zones 3 and 4 had many items dumped in the ROW but no downed signs.
- Debris Pick-up/ Illegal dumping - Costs were discussed regarding debris pickup, what entity is responsible for payment, community cleanup, and possible sites for placement of the dumpster for the Keep Charlotte Beautiful clean-up. Mr. Pilch stated he will find a location for dumpster placement. ROW versus private property dumping was discussed. Mr. Hill, Code Compliance Officer-for Illegal Dumping, is requested to attend the next meeting.
- Volunteer Recruitment - Mr. Heller discussed possible recruitment opportunities to solicit volunteers.
- Email List from Paving Survey - Mr. Heller stated a list to compile emails from the paving postcard ballot is in the process of being developed. Mr. Heller requested Ms. Nothdurft contact Karen Totten for help in obtaining the emails from the ballot cards.
- Financial History/9 Month Actual 2014/15 - Ms. Nothdurft provided the Financial History for Committee review. Printing and binding charges were discussed.
- Activity Report (5/1/15-7/31/15) - Ms. Nothdurft provided the Activity Report for Committee review and discussion.

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

- Ms. Marroquin 1484 Frisco Terr., said drainage is a problem on her road. Mr. Heller stated an open work exists in that area. Mr. Dallenbach will follow up with Ms. Marroquin.
- Mr. Collins stated there is a problem with accumulated trash and questioned swale work done in area of Commerce and Furman. Mr. Dallenbach will follow-up on this.

**Advisory Committee members open discussion:**

- Ms. Reif stated the work on the monument at the corner of SR 776 is finished and commended the work done by the Eagle Scout. Ms. Reif said stated piles of asphalt from paving SR 776 were dumped on the side of the road at Biscayne & SR 776. Ms. Reif contacted the paving company and the asphalt has been removed.
- Mr. Pilch stated Hunt's dock is broken up and is a navigational hazard in the Apollo canal. Mr. Dallenbach suggested contacting Code Enforcement.

The next meeting is scheduled for Tuesday November 10, 2015 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting was adjourned at 3:20 p.m.

Submitted by:

Kelly Louttit  
Public Works Department

