

MEETING MINUTES
NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE
November 10, 2015 – Regular Meeting
2:00 P.M. – Building Construction Services Conference Room

Attendees: Roger Heller, Paul Pilch, Jeri Reif, Karen Totten
County: Mike Dallenbach, Judith Nothdurft, Gary Grossman
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:** Mr. Heller motioned to add Ordinance 2015-045 Adopting County-wide Standard for MSBU & MSTU Advisory Boards and Hunt's Dock to the Agenda, seconded by Ms. Reif and unanimously approved.
- The minutes from August 13, 2015 were unanimously approved as written.

Citizen Input Agenda Items Only (3 Minute Limit): None

Unfinished Business:

- Debris Pick-up / Illegal Dumping - William Hill, Code Compliance Officer provided information on the County's illegal dumping program and answered questions. Mr. Hill stated that there were three arrests in NW Port Charlotte in October for illegal dumping. Mr. Hill conveyed that the Advisory Board members could call, e-mail him, use the website or use the new Charlotte County App to report information on illegal dumping. Mr. Hill stated citizens should not approach a suspect and obtain only the vehicle plate no. and description.
Staff noted that Hunts Dock was out of the scope for the NW Port Charlotte Street & Drainage Unit. Ms. Nothdurft will follow-up and report this to the proper contact.
- Paving Program / Pothole Repair - Mr. Dallenbach stated that potholes should be reported to phone number 575-3600. Mr. Dallenbach stated that the paving will start in Section 3 followed by Section 2. He asked for the Advisory Board's recommendation for the priority of paving after that. Mr. Pilch motioned to pave sections 1, 4, and 5 in that order after paving sections 3 and 2. Ms. Totten seconded the motion, followed by discussion. The motion was unanimously approved.
- E-mail List from Paving Survey - Mr. Heller pulled a list of 100 e-mails of residents from NW Port Charlotte from the paving survey to expand the citizen contact list for the area.
- Drainage Improvements / Swale Grading - Mr. Dallenbach stated drainage work in Zone 3 is nearly complete. He stated that mulching and trimming is currently being done in Section 2 and then the drainage work will be done later.
- Citizen Drainage / Trimming Requests - there were no new citizens requests reported. Ms. Nothdurft reviewed available updates on work orders (WO) that have been submitted to the County. The WO for Mr. Spivey at 1638 Bruning Ct. indicated the drainage pipe was cleaned and line & grade work is pending until that zone is done. The WO for Roberta Merritt for trimming indicated the locations were inspected and Corey needed trimming at that time. Drainage work was also completed at the Rodgers residence located at 13466 Caine Ave.
- Herbicide Treatment of Roads - Mr. Heller suggested herbicide treatment be done twice a year in each phase after paving is completed in that Phase as part of a long term maintenance plan for the MSBU. Ms. Nothdurft will update the Board with input from the Paving Project Manager.
- Bridge Inspection & Design Improvements - Ms. Nothdurft distributed an update on the project and conveyed that Ms. Slaughter stated that the project was for repairs only and would not include adding new features. The Advisory Board questioned if the Gas Tax should fund the bridge repairs that are located on Road & Bridge roads. Ms. Nothdurft and Mr. Dallenbach will follow-up. Mr. Heller requested Ms. Slaughter attend the next meeting
- Evaluation of Lower Speed Limit on Jacobs - Mr. Heller stated he thinks the new advisory signs on Jacobs are working. Mr. Grossman explained how the average traffic numbers are calculated and answered questions.

- Traffic Lights at US41 & Chamberlain / US 41 widening - Mr. Grossman explained the State will establish their own criteria and use engineering judgement to determine if a traffic light is needed after the new lane is installed.
- Right hand turning lanes off SR776 at Biscayne - Mr. Grossman will follow-up with Mr. Vattikuti for an update on this matter.
- Jacobs Consider for Gas Tax Road - staff conveyed this determination is in process.
- Future Vision for Beautification/ Entrance Sign Estimates - Mr. Heller stated that he wants to go to NW Port Charlotte Community league for funding ideas for beautification projects. Ms. Reif indicated the Keep Charlotte Beautiful organization is an option for funding.

New Business:

- Ordinance 2015-045 Adopting County-wide Standard for MSBU & MSTU Advisory Boards – staff provided an overview of the new ordinance and answered questions.
- Pepper Tree Cutting Schedule & Maintenance Plan - Mr. Heller would like to accelerate the pepper tree cutting if additional funding from other areas of the budget is available and develop a strategy to maintain the areas that have been mulched back. Mr. Dallenbach stated this would depend on available funding and noted the mulching and trimming must keep up with the paving schedule. Mr. Dallenbach recommended seeing how far they will get with the \$200,000 currently budgeted in FY 2016 and discuss during the next 2-year budget planning period next fall.
- MSBU Long Term Maintenance Plan - the importance of developing a long term maintenance plan was discussed and placing this in the next 2 year budget cycle.
- Advisory Board Member Drive-by Updates – the members will use the new Charlotte County App to report requests for work such as line-of-sight issues, downed stop & street signs, missing bridge rails and debris.
- Activity Report (8/1/15-9/30/15) – provided to the Advisory Board for review and discussion.
- FY 2015/16 Budget – the Advisory Board asked if the Current Maximum Rate should be changed to \$218. Ms. Lisby will be requested to attend the next MSBU meeting.

Citizen Input MSBU Related Items (3 Minute Limit):

- George Rossetti lives at 12339 Lackawanna Lane and stated this road has potholes. Mr. Rossetti also stated Lackawanna is lower than Eisenhower and water runs down to the swale at his house and floods the street. He said Eisenhower will be even higher after it is re-paved and he is concerned about his driveway pavers. Ms. Nothdurft will contact Mr. Layport, Paving Project Manager to request him to meet with Mr. Rossetti at his house with Mr. Heller to determine if grinding can be done in this situation to elevate the problem.
- Nancy Marroquin requested and received a NW Port Charlotte 5 Phase Paving Map. Ms. Nothdurft will follow-up with posting the map to the NW Port Charlotte S&D webpage and providing copies for the Community League to distribute to citizens.
- Philip Safron who lives at 1384 Tremont St. is also concerned how driveway pavers will be handled with the paving and asked if Mr. Layport could also check his property when he is meeting with Mr. Rossetti. Ms. Nothdurft will follow-up.

Advisory Committee members open discussion: None

The next meeting is scheduled for Tuesday, February 10, 2016 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting was adjourned at 4:03 p.m.

Submitted by:

Judith Nothdurft
Public Works Department