

**MEETING MINUTES**  
**PIRATE HARBOR STREET & DRAINAGE UNIT ADVISORY COMMITTEE**  
**March 12, 2015 – Regular Meeting**  
**10:00 A.M. – Public Works Conference Room**

- Attendees:** John Hynes, Lester Patzer, George Taylor and LeRoi Yaffey
- Absent:** Dennis McCulloch (excused) and Homer Fleming (excused)
- County:** Mike Dallenbach, Dawn Harrison, Francine Lisby, and Kelly Louttit
- Guests:** Sign-in sheet attached

The meeting was called to order at 10:00 a.m. A roll call was taken that determined a quorum was present.

The meeting notes from December 12, 2014 were unanimously approved as written.

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

- Mr. David Pears stated Judge Blackwell took pictures of the Harbor Heights signs and Pirate Harbor will receive a comparable sign. Ms. Harrison clarified that particular sign meets the requirements of the county sign ordinance. Monuments signs are required. Mr. Pears asked if the Board approved \$500.00 dollars for the landscape architect presentation at the Pirate Harbor Property Association meeting. What percentage of the dollar does the county charge to manage the MSBU on average? What is the attendance policy for board members? Mr. Taylor advised \$5000.00 was allocated to pursue the project and the committee was charged \$500.00 for the presentation. Mr. Pears said the company gave a poor presentation. Ms. Lisby stated there are several elements involved for charges to direct the MSBU; Municipal Service Districts Representative's time, allocations for administration fees and other elements. Ms. Lisby will research and forward the information to Ms. Harrison. Ms. Harrison clarified funding is charged based on the work program. Ms. Harrison clarified attendance requirements.

**Old Business:**

- Rate Increase/landscaping- Ms. Harrison advised of a possible scale down of the project and possibly proceed on a smaller scale. Mr. Taylor discussed rate increase over \$65.00 for maintenance and advised the committee can make a change to the budget but no additional changes to the rate once completed. Ms. Harrison said public outreach needs to take place before July to reach the citizens. Discussion continued regarding the rate increase. Ms. Lisby stated the information is needed immediately in order for it to be included in the new rate for FY15. Ms. Lisby advised once she is provided dollar amounts she would be able to give an estimate on construction money. Mr. Hynes stated something needs to be done. Ms. Lisby stated the rate was high from the beginning because maintenance was included. Ms. Harrison advised other Homeowners Associations have been able to oversee the maintenance on the landscaping with County Attorney approval but the contractor would have to be licensed and insured. She also stated the county would not agree to volunteers performing the maintenance. Mr. Dallenbach said the county is restricted on contracts due to the bidding process. Mr. Taylor said of the five reasons the project failed maintenance was one of them. Mr. Taylor asked David Pears his opinion regarding an increase in assessment. Mr. Pears said presenting this issue to the Commissioners based on votes alone would probably lead to a redo of voting. He believes there are no accurate costs on what is being installed. Mr. Dallenbach advised no true costs are provided until after the item is approved. Discussion continued. Mr. Yaffey advised we do not need to wait two more years for the entrance to the community. Mr. Hynes suggested do half the size of project and when the dollars run out the project is complete and his recommendation would be to start work on the front entrance, get water installed, and then signage. Ms. Harrison suggested doing the work in phases and also advised the bid process is open to the public and the committee could attend. Mr. Patzer asked if the committee has any input for the bid process. Mr. Dallenbach confirmed. Mr. Yaffey questioned if water and electric would be included. Ms. Harrison advised that would increase the costs. Discussion continued on how to get public input to support the rate increase. Costs were discussed on the original construction along with maintenance costs. Ms. Lisby urged the committee to set an amount and she would include that dollar amount in the budget and it would remain until July. In the meantime do community outreach, and

wait for direction from the Commissioners in July. Mr. Pears is in agreement that a decision needs to be made and homeowners that were skeptical before need to be presented with some type of plan. Discussion continued about the slope of the road, sign costs, and utilities. Mr. Yaffey motioned to increase the MSBU assessment by an additional \$45 to the \$65 for a total of \$110; seconded by Mr. Patzer. Ms. Lisby discussed the underestimation for the maintenance and rate amounts; passed unanimously.

**New Business:**

Election of officers: Mr. Yaffey motioned to keep all officers in place, seconded by Mr. Patzer; passed unanimously.

Financials: Ms. Harrison handed out the three month actual report and advised she will send the activity report to the members. Mr. Taylor said there is an interest from the Property Association to take over the right- of- way mowing. Ms. Harrison stated an agreement by the Property Association has to be supplied to the County Attorney's office for approval. Mr. Taylor inquired about a purchasing vendor list. Ms. Harrison will get the list to the committee.

**Open Discussion and Citizen Input on MSBU Related Items Only (5 Minute Limit)**

- David Pears would like to meet with Mr. Taylor to devise a plan for homeowners support regarding the increase.

The next meeting is scheduled for Thursday June 18, 2015.

The meeting was adjourned at 11:17 a.m.

Submitted by:

Kelly Louttit  
Public Works Department

**CHARLOTTE COUNTY  
PUBLIC WORKS DIVISION  
PIRATE HARBOR S&D ADVISORY COMMITTEE  
ATTENDANCE ROSTER**

**MEETING DATE:** Thursday, MARCH 12, 2015

**MEETING TIME:** 10:00 A.M. – PUBLIC WORKS CONFERENCE ROOM

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

NAME (please print)	Email Address	Telephone Number
Dawn Harrison, MS DR	Dawn.Harrison@charlottefl.com	575-3613
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David Pears	Storage-tank 007 @ hmail.com	N/A
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Mike Dallenbach		