

**MEETING MINUTES**  
**ROTONDA WEST STREET & DRAINAGE UNIT ADVISORY COMMITTEE**  
**December 20, 2012**  
**10:00 a.m. - Building Construction Services Conference Room**

**Attendees:** Susan Killion, John Peszko, Stanley Plizga, Scott Schermerhorn, and Peter Watson

**Absent:** Olga Durham (unexcused)

**County:** John Elias, Tara Musselman, Judith Nothdurft, Joanne Vernon, and Sandy Wright

**Guests:** Sign-in sheet attached

Meeting was called to order at 10:04 a.m.

The status of the Committee was discussed. Two of the member's terms will expire in February 2013. Applications were distributed.

**Minutes:** The minutes from October 25, 2012 were unanimously approved as amended.

**New Business:**

- Budget – Financial reports were distributed for review and discussion. Ms. Rohmer-Free from Fiscal Services explained the budget and answered questions. Ms. Vernon confirmed the charge for repairs on Buck Creek should be charged to the West County Stormwater MSBU and stated that it will be charged back to that MSBU. The Committee asked if the drainage problems at four locations within Rotonda will be being charged to West County Stormwater Utility MSBU. Ms. Nothdurft will research who will fund the drainage problems.
- Activity Reports – Ms. Nothdurft distributed reports for review and questions. The Committee would like to have reports with more detailed information. There are concerns about not being able to tell if there are errors on the reports. There was discussion regarding different types of reports. Ms. Nothdurft will research different report formats and report back to the Committee.
- Future Projects - There was discussion regarding possible future projects for consideration:
  1. Proposed sidewalks from Parade Circle to entry streets
  2. Extend Parade Circle path & road to meet Rotonda West County Park

**Unfinished Business:**

- Electric to Bridges – There was discussion regarding the electric runs to the bridges. Staff members from FTE were present to explain the process and answer questions. The survey is 60% complete and should be finished by mid-January. The design will begin then, and will be presented to the County for review and approval. The design will not ensure that the structure of the bridges will be able to accommodate the installation of light poles on the bridges. The plans should be produced and approved by May 2013. The survey will be given to FPL to review and determine where the power to the poles will originate. The Contractor requested the Committee provide them with information regarding the type of lights and any other requirements they want to include in the design. There was discussion regarding the lights and other specifications. The Committee agreed that each light pole should include an electrical outlet for decorations, and electric for irrigation. Ms. Killion made a motion to use the County's standard decorative lights. The motion was seconded by Mr. Watson and passed unanimously. The Committee selected this style of lighting to ensure the lights will be maintained by the

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County after they are installed, eliminating the need for the MSBU to hire an outside maintenance contractor. Ms. Killion made a motion to take FTE's recommendations to install staggered lights on both sides of the road. The motion was seconded by Mr. Watson and passed unanimously. Ms. Musselman stated that only the electric for the lights and not the lights themselves will be included in this project. The actual lights were removed from the project in a previous meeting.

- Rotonda Boulevards North, West & East Sidewalk/bike paths – Mr. Elias stated the plans are 100% complete for Rotonda North, 90% complete Rotonda West and 60% complete for Rotonda East. He estimated having everything complete by mid-January. There was discussion regarding curbing, crossover striping and distance between road and paths. Mr. Elias left a set of updated plans at the RWA Community Center.
- Parade Circle Multi-Use Path – The benches are currently being assembled at the shop today. They will be delivered and installed within the next two weeks. The Committee stated the citizens are very pleased with the progress and they are using the paths. Ms. Musselman stated that the design engineer's calculations were incorrect. The engineer cut a check to the contractor for \$9500 to cover the cost of the error. A change order for approximately \$7500 is being processed. The striping will be removed from the contract and the work will be done by the County in an effort to save on costs. There was discussion regarding the tree replacement. The landscape architects plans were used.
- Rotonda West Entry Features/Signs – An update was distributed to the members for review and questions. Preliminary sketches should be done by mid-January. Ms. Nothdurft recommended that the February and March meetings be advertised as joint RWA/MSBU meetings to enable discussions between citizens and committee members. Ms. Musselman will check the contractor's availability to attend the meetings scheduled for February 13, 2013 at 2 p.m. and March 13, 2013 at 2 p.m. meetings and report back to Ms. Wright for advertising purposes.
- Rotonda Drainage Study – The Consultants will attend the January 15, 2013 meeting to present the report for the Rotonda Drainage Study and answer any questions. Ms. Vernon will distribute any information that she receives prior to that date.
- Grass Carp –All applications, site plans and authorizations have been submitted. Mr. Plizga stated he received a copy of the documents; however they were not signed. He requested a copy of the signed documents for his records. One of the pipes may need to be replaced. M&O will investigate.
- Long Meadow Road Drainage – Ms. Nothdurft distributed an estimate and map that was received from M&O. M&O wants to make it clear that it is strictly an estimate and map.

### Citizen Input:

- There was discussion regarding the St. Andrews Swim Project and the location of the digging that is taking place. Weiler Engineering will be doing a presentation at the next West County Stormwater Utility. Ms. Vernon stated that Weiler Engineering is not working on any county projects.

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- There was discussion regarding installing bike racks at bus stops. There were 7-10 bicycles observed chained to county signs. This will be tabled until the next meeting and after the Beautification Committee meets and discusses it.  
The next meeting has already been scheduled for Tuesday January 15, 2013 at 10:00 a.m. at the Rotonda West Community Center.
- Items for discussion at next meeting:
  1. Proposed sidewalks from Parade Circle to entry streets
  2. Extend Parade Circle path & road to meet Rotonda West County Park
  3. Bike Racks
  4. Rotonda Drainage Study presentation
- The Committee would like to know if the 3 term limit has been reached Ms. Durham. Ms. Wright with research and report her findings to Ms. Nothdurft.

The meeting was adjourned at 12:13 p.m.

Submitted by:



Sandy Wright  
Public Works Department

CHARLOTTE COUNTY  
PUBLIC WORKS DIVISION

ROTONDA WEST S&D UNIT ADVISORY COMMITTEE  
ATTENDANCE ROSTER

MEETING DATE: December 20, 2012

MEETING TIME: 10:00 a.m. Building Construction Services Conference Room

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

NAME (please print)	Email Address	Telephone Number
Judy Nothdurft, MS DR	Judith.Nothdurft@charlottefl.com	575-3656
Sandy Wright, Admin	Sandra.Wright@charlottefl.com	575-3692
JAY LYONS	Manager@rotunda.west.org Jay Lyons	697-6788
JOHN PESZKO	joba95@embargo.net	697-7592
BARB PESZKO		
Scott Schornack	Scott.Schornack@5mail.com	503-4656
Frank Killion	S.KILLION@Comcast.net	697-3453
SUE KILLION	" "	697-3453
OLIVER RODRIGUES	OLIVER@FTEINC.NET	639-2818 Ext 102
RAVI DEVAGUPTAPU	RAVI@FTEINC.NET	639-2818 Ext 101
Angela Skinner	Angela - Skinner@charlottefl.com	
Linda Rohmer-Free	linda.rohmer-free@charlottefl.com	941-764-4973
PETER WATSON	P.J.WATSON@COMCAST.NET	941-830-8318
Jara Musselman		
Jeanne Vernon		
John Elias		