

MEETING MINUTES
ROTONDA WEST STREET & DRAINAGE UNIT ADVISORY COMMITTEE
September 4, 2013 - Regular Meeting, 10:00 a.m.
Building Construction Services Conference Rm.

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

County: Karen Bliss, John Elias, Tara Musselman, Judy Nothdurft, Joanne Vernon and Sandy Wright

Guests: Sign-in sheet attached

The meeting was called to order at 10:11 a.m. with a roll call of members that established a quorum. Terms were reviewed.

A resignation letter from Ms. Durham was read. A letter from the Director of Public Works thanking Ms. Durham for the time she served on this committee was read and presented.

The minutes from June 18, 2013 were unanimously approved as written.

Ms. Nothdurft stated that the June 18, 2013 minutes reflect what was actually said; however there were two statements that include inaccurate information as follows:

1. Bullet #3 – States the item is in the budget cycle for FY 2014. FY 2014 is actually FY 2016.
2. Page #2, Bullet #1 – States that funding was allocated in the FY 2014 budget. This funding has not been allocated.

Unfinished Business:

- Rotonda West Drainage Study Phase 2 – Chris Beers of Johnson Engineering and Todd Rebol of Banks Engineering gave a presentation of the Rotonda West Drainage Study, Task 2: Preliminary Work Phase. The consultants presented a project prioritization list and rough order of magnitude cost range. The actual construction costs won't be known until the survey and engineering design are done in Task 3. The No. 1 Priority recommendation from the Consultants is to complete a Maintenance & Operations Program for the Rotonda West Drainage system. The Committee requested a copy of the presentation and agreed to schedule a workshop to review the recommended projects and discuss the feasibility of moving onto Task 3.
- Rotonda Boulevards North, West & East Sidewalk/Bike Path – The North and East plans are with the Purchasing Department and should be advertised within a week. The West section was not included in the plans due to the utility conflicts. The original budget amount estimated for this project was \$1.5 million. Currently the North and East sections together are estimated at \$1.4 million. The increase is due to adding curbing into the project, which can be removed to save on the cost. The actual amounts won't be known until the bids come back. The Committee requested one full size set of plans for the Rotonda West Association (RWA) office. There is no Sales Tax funding available for these sidewalk projects. There was discussion regarding bike path striping. Ms. Killion made a motion to move forward with the bike path striping as previously designed and approved; the motion was seconded by Ms. Durham and passed with four votes in favor and Mr. Schermerhorn abstaining from the vote.
- Parade Circle Flashing Lights - There was discussion regarding the installation of two flashing lights at each end of Parade Circle and pedestrian crossing signs. Traffic entering inside the circle would not see the pedestrian flashing lights at each end of Parade circle. If a pedestrian crossing sign is installed at each of the 9 stops, the two flashing lights at each end of Parade Circle will not be necessary. Mr. Schermerhorn made a motion to install 9 Pedestrian Crossing signs on the existing stop sign poles if possible and eliminate the installation of the flashing lights at each end of Parade Circle; the motion was seconded by Ms. Durham and passed unanimously.
- Entry Signs – The plans were sent to the members via email. Mr. Plizga stated that there is electric across from the new sign location on Rebel Court. Ms. Musselman will follow up to see if the electric meters being installed at the bridges can be used for the new sign project. The plants will be the same at each sign. Drought resistant plants will be used. There will be no irrigation at the signs. The members don't feel there was adequate time to review the draft Bid Specifications. The Engineering Department offered to hold up on submitting the Bid Specifications to Purchasing to allow more time for review. After further discussion, Mr. Schermerhorn made a motion to move forward with sending the Bid Specifications to the Purchasing Department; the motion was seconded by Ms. Durham and passed unanimously.
- Electric to Bridges – There was extensive discussion regarding the project to install electric to the bridges and the determination that electric could not be run over the bridges. FTE was present to explain exactly what the scope of work included. It was reiterated that this project does not include the wiring or the lights, only the conduit for future lights. Since Mr. Schermerhorn left the meeting prior to it being adjourned, Mr. Watson as the Alternate made a motion to move forward with submitting the Bid Specifications to the Purchasing Department; the motion was seconded by Ms. Killion and passed unanimously.

ROTONDA WEST STREET & DRAINAGE UNIT ADVISORY COMMITTEE
September 4, 2013 – Page 2

- Long Meadow Rd. Backyard Drainage – Ms. Nothdurft distributed an estimate from Public Works in the amount of \$165,447 for installing drainage pipes between Long Meadow Rd. and the Golf Course to address the backyard drainage problem. The job would have to be approved by the committee before work can commence. Ms. Durham made a motion to accept Public Works proposal to install pipe between Long Meadow Road and the Golf Course; the motion was seconded by Mr. Plizga and passed unanimously. The request for half of the funding for this work will be discussed at the next West Charlotte Stormwater Utility Unit meeting.
- Entrance Median Landscaping – The Committee is extremely unhappy with the landscape maintenance on the entrance medians of Rotonda Boulevards North, East and West. Ms. Nothdurft reported that a new contractor will take over the contract on October 1, 2013. There was discussion regarding the RWA taking over the entrance median maintenance. The Committee requested that Ms. Nothdurft follow up to see if there is anything that could be done prior to October, she will report back.
- Cape Haze Drive Cleanup – Ms. Nothdurft reported that a P.O. was issued to a contractor. Going forward, this can be put into the specialty mowing contract with a change order with the Committee's approval.
- Landscaping Contract Options – RWA can take over the areas of concern or a custom landscape contract can be put into place through Public Works in the future. The Committee is not happy with the past service record.
- Ms. Musselman will request that the dead palm trees be replaced on Parade Circle Multi-use Path.

New Business:

- Future Project Plans – On hold until current projects are caught up. Ms. Vernon suggested the Committee list all items that they may want in the future. There is a five year plan in place through the RWA. Ms. Killion will forward the information to Ms. Vernon.
- Curbing Radii – On hold until the sidewalks are done. There are 11 areas and 8 are currently getting sidewalks. It is estimated approximately \$20,000 for all 11 areas. Mr. Watson made a motion to add the radii to the sidewalk projects; the motion was seconded by Mr. Plizga and passed unanimously
- Activity Report – Was distributed for review and questions. No discussion or questions.
- Sunshine Law – A Sunshine Law handout was distributed to the members as a reminder.
- Bike Rack Status – Ms. Nothdurft will follow up and report back.
- There was discussion regarding modification to the Purpose of the ordinance, which will be included on the next regular meeting Agenda.

The meeting was adjourned at 1:11 p.m.

Submitted by:



Sandy Wright
Public Works Department

CHARLOTTE COUNTY
PUBLIC WORKS DIVISION

ROTONDA WEST STREET & DRAINAGE ADVISORY COMMITTEE
ATTENDANCE ROSTER

MEETING DATE: Wednesday, September 4, 2013

MEETING TIME: 10:00 A.M. – Building Construction Services Conference Room

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

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