

MEETING MINUTES
ROTONDA WEST STREET & DRAINAGE ADVISORY BOARD
May 17, 2016 – Regular Meeting
10:00 a.m. – San Casa Conference Room

Attendees: Susan Killion, John Peszko, Robert Barrett, and Steven Bandy

Absent: Stanley Plizga

County: Tara Musselman, Roy Benjamin, Francine Lisby, Dave Watson, Karen Dorsett, Bruce Bullert, Bruce Schellinger, and Ruta Vardys

Guests: Sign in sheet attached

The meeting was called to order at 10:00 a.m. A roll call was taken that established a quorum was present. It was noted that Mr. Plizga has now missed his second meeting in the 12 month period. Per the Ordinance his position is now vacant and will be advertised.

Changes to Agenda/Motion to Approve Changes: Chair Peszko would like move item N Site Screening for County Lift Stations to the front of the agenda so that staff can present and leave the meeting. Ms. Killion added the Riverhouse Condos under new business item d. Motioned by Chair Peszko and seconded by Mr. Barrett, the motion passed unanimously.

- The Meeting Minutes from November 4, 2015 were unanimously approved as amended.

Citizen Input on Agenda Items Only (3 Minute Limit)

- Mr. Lyons questioned if there was going to be a decision on items I regarding the greenbelt and backyard drainage problems as it has been going on for years.

Unfinished Business:

- **Site Screening for County Lift Stations:** Mr. Bullert handed out packets to the committee with a map and pictures of every lift station in Rotonda West. Also included was the schedule for any refurbishment of each station. After discussion, Mr. Bullert agreed that the Utility Department would work with Public Works to approve a screenscape design if the MSBU wanted to fund it. Ms. Musselman will coordinate a design with the Landscape Project Manager and the Utility Department and present to the MSBU at their next meeting. Committee requested Utilities look at the lift station on Parade Circle as there is a constant undesirable smell.
- **Parade Circle Phase 2-Sidewalk Connections to 6 Side Streets:** Ms. Musselman advised bids are being opened on May 18, 2016. Staff will review bids and make a recommendation for award. The project should go on the Board of County Commissioner's meeting by June 28, with a pre-construction meeting sometime that week. Ms. Musselman noted that Mr. Benjamin is now handling the majority of her projects.
- **Parade Circle Phase 3- Extending Bike Path:** Mr. Benjamin advised the Engineering is working on additional topographical work is needed to avoid gopher tortoise and wetland impacts. Staff has reviewed the 60% percent plans. Mr. Barrett stated projects within Rotonda West take too long to complete. Ms. Musselman noted that although this project has been discussed for many years, there was no funding in place for design until this fiscal year. Ms. Killion asked if there was a time frame for the other agencies to reply to the County. Mr. Benjamin advised that there is no specific timeline for the majority of the outside agencies to reply to our applications. This project has to go to outside permitting agencies such as Southwest Florida Water Management District, Army Corp of Engineers, Florida Wildlife Commission and Department Environmental Protection.
- **Cape Haze Sidewalk:** Ms. Musselman reviewed the previous request for the completion of the 500' of sidewalk continuing into the Rotonda from the Placida MSBU. This project was already designed as part of the sidewalk project and staff is requesting the MSBU fund the construction of the sidewalk at a cost of approximately \$35,000. Mr. Barrett motioned to approve funding the sidewalk with approximately \$35,000, seconded by Ms. Killion, motion passed unanimously.
- **Rotonda Bridge Lighting:** Ms. Musselman stated that the contractor has completed everything with their contract. Ms. Musselman is working with FPL to try and figure out why 2 of the meters haven't been installed yet and a pull box on Cape Haze Drive that was part of the electric run project has been removed.

In addition, someone hit a pole on Rotonda Blvd North. Staff has gotten quotes for the replacement of that pole and it will be around \$7,000. Staff will work with the Sheriffs office to obtain a police report for the accident and try and get the at fault drivers insurance to cover the cost of the replacement.

- Bridge Pavement Stamping (FY16): Ms. Musselman requested that the Board make a recommendation of how much stamping do they want at the bridge approaches. Every bridge is a different length, so staff would recommend going 50' back from each bridge deck to make it consistent. Ms. Killion made motion to approve moving forward with 50' back from each bridge deck, seconded by Mr. Bandy. Mr. Barrett voted against, motion passed 3-1.
- Decorative Segment Signs (FY16): Ms. Musselman noted that a map with all signs to Mr. Lyons for him to review and confirm that all signs are accounted for. After review it was determined that there will be 29 signs. Staff confirmed that the section names will be displayed as they are now, with one coming each way on the street. Mr. Lyons noted that two of the signs have a different segment on each side of the street. Chair Peszko requested that another sign be placed in the county right of way at the entrance of their administrative building. The Board would like a sign that just says RWA and does not mention the RWA building. After further discussion, Ms. Musselman will send a request to the legal department for an answer. Specifications should be to purchasing within 30 days.
- Additional 3 Palms for RV/Boat Storage/Replacement for 1 dead palm: Estimate of \$4,820 was received from Valley Crest by the County for the replacement. Chair Peszko received an estimate from Oak Farms for \$926. Discussion continued regarding the difference in the quotes. Ms. Musselman advised the Board that if they wanted to go with Oak Farms and have the RWA pay for it they could proceed that way. Ms. Musselman advised that Oak Farms could contact the purchasing department to become a qualified bidder so that they could be used by the County. After further discussion, this item is put on hold.
- Rotonda Blvd. East Entry/Bird Sanctuary Signs: Ms. Musselman advised that there is a state statute that requires the signs be replaced if it is still a bird sanctuary. After further discussion, this item is to be removed from the agenda.
- Road and Bridge Road List- Gas Tax: Ms. Musselman advised that administration is not entertaining the addition of any new roads to the gas tax list due to the expected shortfall.
- Rotonda Circle Paving Request: Due to no changes to the gas tax funded roads, the Board is putting this item on hold.
- Rotonda West Drainage Study-M&O Involvement: No action needed. Staff has been working on issues that are in the county right of way that were part of the findings of the drainage study.
- Greenbelt and Backyard Drainage Problems: Ms. Musselman advised that at this time the County is still not handling back yard ditches. Staff is trying to set up another meeting with Administration and Legal to discuss. Discussion continued amongst Board members as to the history of this issue. Chair Peszko noted that residents are now writing to the Florida Attorney General office regarding the County not addressing this issue. The Board members discussed attending the next Board of County Commission meeting to bring this issue to light.
- Landscaping Rotonda Blvd. W, N & E Medians/ RWA Funding: The matter is still under review by the County Attorney. Staff is working on a countywide memorandum of agreement to be utilized.

New Business:

- Future Sidewalks: Chair Peszko requested this item be added as there has been a large push for sidewalks. It was requested that members think about where they would like sidewalks in their community. After further discussion the Board requested staff get cost estimates for Boundary Blvd, Rotonda Circle and Cape Haze Drive.
- 6 Month Actual FY2015/16: Financial report was provided for review and discussion. Ms. Musselman noted that she would prefer to send this report out as soon as it is received instead of waiting until the week of the meeting. Board agreed. Ms. Dorsett introduced herself and asked the Advisory Board to start thinking of upcoming projects for the FY18-19 budgets.
- Activity Report: Activity report was provided for review and discussion. Ms. Musselman noted that she would prefer to send this report out as soon as it is received instead of waiting until the week of the meeting. Board agreed.
- Riverhouse Condo: A road side drainage pipe goes under the parking lot at this condo unit. The pipe has failed and it has caused a sinkhole in the driveway. The condo is requesting that this item be fixed. Mr. Peszko stated that Mr. Elias has been working on this issue along with the backyard ditches.

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

- Hank Killion requested confirmation that the sidewalk request included Boundary Blvd. Staff confirmed.

Advisory Board Members open discussion:

- None

The next meetings are scheduled for August 16, 2016, and November 16, 2016, at 10:00am at the San Casa Conference Room.

The meeting adjourned at 11:57pm.

Submitted by:

Tara Musselman

Public Works Department

A handwritten signature in blue ink, appearing to read "John Kerk", is written over a horizontal line.

Chair Signature

**CHARLOTTE COUNTY
ROTONDA STREET AND DRAINAGE ADVISORY BOARD
ATTENDANCE ROSTER**

MEETING DATE: THURSDAY, MAY 17, 2016 – REGULAR MEETING

MEETING TIME: 10:00 AM – SAN CASA CONFERENCE ROOM

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

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