

**MEETING MINUTES
SOUTH GULF COVE
BEAUTIFICATION ADVISORY COMMITTEE
&
COMMUNITY PLAN ADVISORY COMMITTEE
November 16, 2010
9:00 a.m.**

Attendees: SGC Beautification - Karen Price, Alice Minich, Ann Yee, Barbara Hundley, Kendall Leach
Absent: Patricia Gratz
County - Ms. Musselman
SGC Advisory - Sandy Slater, Kendall Leach, April Chattinger,

Meeting was called to order at 9:10am

Business:

- Ms. Musselman handed out binders to each member. This includes information on the Sunshine Law, Roberts Rules of Order, the Ordinance which created the Committee and the FY11 Budget. Ms. Musselman briefly explained the Sunshine Law and the importance of making sure it is followed.
- The Committee drew length of terms as follows: Ms. Hundley – 2 years, Ms. Gratz – 3 years, Mr. Leach – 1 year, Ms. Price – 2 years, Ms. Yee - 3 years. Ms. Minich is the alternate for a term of 2 years.
- Ms. Musselman reviewed some changes in procedures for MSBU Committees. The Chairperson will draft the agendas and forward to Ms. Musselman. Financial reports will be distributed quarterly. Meetings will be held quarterly with staff; however, the Chairperson can call a meeting as long as I am notified at least two weeks prior so that I can advertise. The meetings still must be open to the public and minutes must be taken. Ms. Musselman also noted that her staff time is now charged to each individual MSBU based on actual time spent.
- Election of members: Ms. Price was unanimously elected Chairperson and Mr. Leach was unanimously elected Vice-Chairman.
- Ms. Musselman reviewed the current FY11 budget in detail.
- Ms. Slater reviewed the turnover of projects that the SGC Beautification Committee will be taking over from SGC Community Plan Advisory Committee.
- Ms. Price suggested that each committee member pick a project to be the “sponsor” of. Mr. Leach will undertake the St. Paul Linear Park and the Entranceways and will work with Ms. Price, Ms. Yee will take the Learning Garden. Other projects will be assigned at a later meeting.

- Ms. Musselman showed the Committee the draft plans for the pathways at the St. Paul Linear Park and the Learning Garden. Ms. Yee made a motion, seconded by Ms. Minich, to approve the draft design of the plans. Further discussion ensued and it was noted that the existing shell will be removed and the concrete will follow the same path. Motion passed unanimously. Ms. Musselman will have final plans and construction cost estimates for the next meeting.
- Ms. Musselman showed the Committee the preliminary site plan for Phase I of the San Domingo Park. It was noted that some members of this Committee do not have all the information regarding this park. Ms. Musselman will forward a PDF copy of this plan to the Committee for them to review. Mr. Milligan will be scheduled to attend the next meeting for discussion. Staff will not move forward on this project until after the next meeting.
- Discussion regarding advertising a joint meeting for the “Entranceway Signs” Ribbon Cutting. Ms. Reed will advertise a joint meeting. The Beautification Committee would like to have another meeting so that they can spend a couple hours going over things before meeting with Staff again. This meeting will be held at the HOA Pavilion on December 2, 2010, at 1pm.

Open Floor:

- Resident wanted to make sure the Committee knew that at least 10 of the light bulbs on the signs are burnt out already. He feels that the lights will be blocked by the landscaping.

The next meeting with Staff will be December 29, 2010, at 9am in Room 106B.

The meeting was adjourned at 11:02.

Respectfully submitted,

Tara Musselman, MSDR