

MEETING MINUTES
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
April 23, 2014 - Regular Meeting
9:30 AM – Building Construction Services Conference Room

Attendees: Bob Dratch, Carol McGuire, Roseann Phillips, Karen Price, and Sandy Slater
Absent: Barbara Hundley (excused)
County: John Elias, Judith Nothdurft, Tara Musselman, Gregg O'Connor, and Sandy Wright
Guests: Sign-in sheet attached

The meeting was called to order at 9:30 a.m. A roll call was taken that established a quorum was present.

Additions to agenda:

- Add Linear Park water bill
- Add vacant property information to new business

John Elias was introduced to the Committee members as the new Maintenance & Operations Manager.

The minutes from February 25, 2014 were unanimously approved as amended and the minutes from the March 19, 2014 workshop were unanimously approved as written.

Jack Paine, the Chair of the South Gulf Cove (SGC) Street and Drainage MSBU was introduced.

Citizen Input:

- Mr. Simeone stated he was attending to get any additional information from Mr. Rainey and Mr. O'Connor regarding the exercise equipment.
- Mr. Paine stated he was attending the SGC Beautification meeting to review the planned pathway project that the SGC Street & Drainage Committee is undertaking. He passed out maps showing where the 2.7 miles of 8' wide asphalt pathway starting at the CR 771 intersection at Ingraham Blvd. and Calumet Blvd. to the St Paul Drive Intersection will be installed. He requested the Beautification Committee to put a hold on any tree planting in the pathway area until the project is complete. The 60% plans are expected on July 24, 2014. The pathway will be installed on the same side of the roadway as the existing walkway on the bridges. The pathway will be 5ft wide across the bridges. This pathway will allow access from Linear Park along Calumet and will continue to the Pioneer Trail. Mr. Paine asked the Beautification Committee to consider beautification after the pathway is complete; suggesting they plan ahead for landscaping and benches along the pathway. If beautification is not done by the Beautification Committee, the area will be sodded and no trees will be planted by the Street & Drainage MSBU. The right-of-ways are large and the pathways will be set off the road as much as possible. An estimated cost for the landscape design plan would be approximately \$10,000. If the Beautification Committee agrees, the landscaping can be included in the current Johnson Engineering contract for the pathways, but designed and billed separately so the funding would come from the Beautification MSBU. Ms. Musselman, the Project Manager, suggested making the decision as soon as possible because the design plans are underway. The Committee can give her basic design ideas to pass on to the design firm. Options were discussed and budgets were reviewed. The Committee agreed the design could be done now and the landscaping done later when funding is budgeted and available. Maintenance for landscaping for one year is being put into all contracts. Ms. Slater made a motion to allocate funding not to exceed \$10,000 to add the design of landscaping and benches at bridge approaches and along the 2.7 miles of planned pathways being funded by the Street & Drainage unit; motion was seconded by Ms. Price and passed unanimously.

Unfinished Business:

- San Domingo Park -
 1. Ms. Price stated there was an issue with an open pipe that came up out of the ground, however it has been fixed.

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2. Exercise Equipment – The quote came in at over \$9000, which was over the threshold amount of \$5,000, so it will be required to go through the bid purchasing process. The package will go to purchasing week after next and will likely take approximately 8 weeks. The number of holes that had to be dug for installation of the equipment caused the price to be higher than expected. Ms. Price made a motion for the installation of the exercise equipment to go out to bid at a cost up to \$10,000; seconded by Ms. McGuire and passed unanimously.
 3. Benches – The benches have been installed and look good.
 4. Pilings – Mr. Rainey stated the pilings are complete and have been inspected. The signs will be put on the pilings within the next two weeks.
 5. Picnic Tables – A Purchase Order Request has been issued for installation of the picnic tables. The tables have been ordered and have not arrived yet. The contractor will be in the area within 3 weeks and will install the slabs; the concrete will need approximately a week to cure. The Contractor will pick-up the picnic tables at the San Casa Yard and install them after they arrive.
 6. Skateboard Sign - Complete.
 7. Palm Tree Replacement – Complete.
 8. Watering/Irrigation Repair – Complete.
 9. Pump Enclosure – Mr. Rainey distributed photos with a quote to purchase and install an irrigation pump enclosure. Ms. Price made a motion to accept the quote from Keesling Construction Inc. for \$2,470; motion was seconded by Mr. Dratch and passed unanimously. It was noted that the pump at San Domingo has a sticker with contact information on it.
 10. Osprey Platform – There was discussion regarding an Osprey platform that was not on the original approved plans. Research indicates it is not recommended to install Osprey platforms where there are Eagles. There are several Eagles present in this area. There was discussion and the Committee agreed that this park is not a good place to install one of these platforms.
 11. Sod in Center – Every time seed is put down, the birds eat the seed. It was seeded by the contractor initially, the Committee agreed to put this in the long range plans. It is too costly right now.
 12. Pruning – Is desperately needed at this time. There is a schedule for pruning that must be followed. Mr. O'Connor will follow up.
- Linear Park
 1. Mr. Dratch asked to see documentation of the specific maintenance that was done to the park in January and hasn't received this. The Committee is concerned about the park being neglected during the month of January and wants to know if they were billed for work that doesn't appear to have been done. Palm fronds were laying on the ground for at least 3 weeks without being picked up. Mr. Elias stated that this issue is County wide and he is working on a plan to get better inspections of contracted work. The Committee feels that the contractor has sub-contracted out all of the work and is invoicing according to the contract schedule and not what was actually done; they do not want to be paying for work that isn't being done. The trees are very yellow at this time. Mr. O'Connor is comfortable that the contractor is fertilizing and stated that a lot of these issues can be taken care of through the language in the new landscape maintenance contract. Sea Grape plants look terrible look as if they are dying. Mr. O'Connor will follow up.
 2. Pump Enclosure – the Committee agreed that nothing was needed, as there is a pump enclosure. Keys for the pump are on order.
 3. Tree Replacement – the Committee decided to wait until after a walk through is done by Mr. Dratch., Mr. O'Connor and Mr. Yelverton. Trees and shrubs that need to be replaced will be identified at that time.
 4. Water Bill – Ms. Price stated the utility department is no longer mailing the bills. She went online to get the bill. The bills appear normal except for the Keystone Entrance went from 8,000 gallons to 21,000 gallons. Linear Park had a leak in February 2014. The water bill for Linear Park for 11/25/13 – 12/26/13 was 48,000 gallons for \$505. The water bill for 12/27/13 – 1/31/14 was 73,000 gallons for \$697. A normal bill is \$150. The bills have been normal the past two months. Mr. O'Connor suggested a flow sensor which would shut the whole system down if there was a leak or problem. Ms. Price made a motion to install a flow sensor with some sort of a lighted indicator at Linear Park at a cost not to exceed \$2000; the motion was seconded by Mr. Dratch and passed unanimously.

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- Learning Garden
 1. The mowing was done by volunteers in April. Mr. O'Connor will notify the Committee as soon as he receives word that the Purchase Order was issued for the Change Order to add the mowing to the Landscape Maintenance Contract.
 2. Volunteers have taken the sign and will fix the missing letters on it.
 3. County staff was in the canal system and sprayed. The cattails along the shoreline at the Learning Garden on Blake and Santa Cruz are all dead. The Committee asked that these be removed stating there is a drainage outfall that is a main drain for West County and it is clogged with the dead cattails. Mr. Elias will follow up.

- Entry Ways -
 1. Ingraham Light Repairs – Mr. O'Connor spoke to Mr. Dalenburg who is working with the vendor to try to determine the cause and if it is still under warranty.

- 2015 Landscape Maintenance Contract – Mr. Dratch received one set of comments from Ms. McGuire. At the workshop on March 19 there was discussion regarding meeting one more time. Mr. Dratch created a matrix that is much easier to read. He will send a copy to Mr. O'Connor and Ms. Nothdurft. The Committee would like to have the new contract go out to bid in June 2014. Mr. O'Connor will follow-up with Purchasing.

New Business:

- Linear Park Mangrove Trimming – A citizen asked why the mangroves can't be cleaned up. A shoreline cleanup was done last year instead of a trimming. The time frame for trimming is October – March. Mr. O'Connor will check to see if the Mangroves can be trimmed year round. Mr. Dratch, Mr. O'Connor, and Mr. Yelverton will meet at the park to discuss the cost for mangrove trimming and underbrush cleanup. If the trimming is not done yearly, the mangroves will not form the canopy to make it look the way it should. The Committee agreed that mangrove trimming and cleaning the undergrowth should be in the budget every year to allow for regular maintenance.
- Joint Meeting - Rotonda West S&D MSBU and the West Charlotte Stormwater Utility MSBU will hold a joint meeting on May 13, 2014 at the Rotonda Community Center to discuss the greenbelt areas and golf course easements. There was discussion regarding whether the Rotonda River and the Santa Cruz Waterway are maintained by the West Charlotte Stormwater Unit.
- Financial Reports – The Financial History, 3 Month Actual and Activity reports were distributed for review and discussion. Ms. Nothdurft distributed additional reports to explain the answers to questions that were asked at the February meeting. The 6 Month Actual Report will be available by the next regular meeting.

Final Comments:

- Ms. Hundley's attendance was discussed.

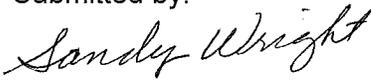
- Mr. Paine hoped that the Beautification Committee will follow up with utilities to paint the pipes that go across the bridges. Ms. Nothdurft will resend the contact information to Ms. Slater and Mr. Paine.

- The next workshop meeting will be scheduled for Friday May 16, 2014 at 9:00 a.m. at the SGC Pavilion.

- The next regular meeting will be scheduled for Wednesday June 4, 2014 at 9:30 a.m.

The meeting was adjourned at 12:19 p.m.

Submitted by:


Sandy Wright
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: Wednesday, April 23, 2014

MEETING TIME: 9:30 A.M. – Building Construction Services Conference Room

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

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