

MEETING MINUTES
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
April 29, 2015 – Regular Meeting
9:00 A.M. – Building Construction Services Conference Room

Attendees: Bob Dratch, Barbara Hundley, Carol McGuire, Roseann Phillips, Karen Price, and Sandy Slater

County: Mike Dallenbach, Kelly Louttit, Judith Nothdurft, Matt Logan, Tara Musselman

Guests: Sign-in sheet attached

The meeting was called to order at 9:00 a.m. A roll call was taken that determined a quorum was present. Membership terms were reviewed. Mr. Dallenbach reviewed changes to meeting proceedings implemented by the County Attorney.

Changes to Agenda/Motion to Approve Changes: None

The minutes from February 24, 2015 were unanimously approved amended.

Citizen Input for Agenda Items

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- Mr. Paine advised that the Streets and Drainage Committee is moving forward with Phase 2 of the Pathway Plan. The desired location for Phase 2 will be on Ingraham from Calumet to St. Paul and St. Paul to Appleton. Crossing problems exist at Ingraham Bridge. Mr. Paine suggested plans to landscape the bridge should put on hold due to construction. Mr. Paine reminded the Committee that rest stops should be forecasted in the landscaping budget. Mr. Paine reminded the Committee of the date and time for the MSBU public hearing.
- Ms. Phillips commented on San Domingo Park and suggested a neighborhood opening ceremony. Ms. Phillips suggested a demonstration of the equipment by a company representative and light refreshments. Ms. Slater likes the idea.

Unfinished Business:

- San Domingo Park: Exercise Equipment - Ms. Price said equipment is installed. Ms. Nothdurft stated the second picnic table was cracked and does not align properly. Kevin Rainey sent the bolt pattern information to Wausau Tile. Ms. Nothdurft stated Janette Smith, Assist. County Attorney, is reviewing information on park development. Ms. Price liked the suggestion of the neighborhood opening ceremony for the park and questioned if money from the MSBU could be expended on the opening. Ms. Slater discussed having a fitness trainer involved in the opening to demonstrate exercise equipment. Discussion continued regarding refreshment funding and donations for the opening ceremony. The Committee believes Fall would be a good time to have the event. Ms. Slater discussed the budget and carryovers for park development. Ms. Slater asked when endorsements from legal are returned for San Domingo Park can a request for Letters of Interest be sent out without funding being available. Ms. Musselman stated unless a budget transfer is done, the project will have to wait until the next fiscal year. Ms. Lisby stated technically the money is in the budget because it was carried forward. Ms. Lisby reminded the Committee of the exercise equipment expenditures. Ms. Musselman clarified the budget. Discussion continued relating to contract and construction details.
- Linear Park: Mr. Dratch reviewed his expectations of Mr. Logan's responsibilities as the project manager for the mangrove trimming. Mr. Dratch feels Mr. Logan should be responsible the design and build for the mangrove reduction project which entails what would be cut, obtaining all State and County permits and overseeing the contractor selected for trimming. Mr. Dratch provided Mr. Logan with previous notes and information on the project and Mr. Dratch would like a view of the waterway from the sidewalk. At south end of the park, the island is full of mangroves and vegetation so the view is not a concern. Mr. Dratch suggested a meeting with Mr. Logan at the park to develop a plan to determine which areas need trimming first. Once the areas are determined then permits will be sought. Mr. Dratch suggested the trimming will be done in phases. Mr. Logan suggested an Environmental Engineering firm for the permitting portion and the company used for the permitting process may provide a reasonable quote to include the trimming of the mangroves. Mr. Dratch provided his contact information to Mr. Logan. Cattail removal will be discussed at the field meeting. Mr. Logan discussed several methods for cattail removal. Ms. Nothdurft stated the cattail removal will be funded from the South Gulf Cove Waterway MSBU per the County Attorney. Ms. Nothdurft will advise the South Gulf Cove Waterway Committee of the legal determination on funding. Ms. Lisby reviewed the budget regarding the mangrove funding. Mr. Dratch stated the quote for the flow sensor has

been received but the costs are too high. Flow sensor details, water leaks, and costs were discussed. Mr. Dratch stated the Committee will not be moving forward until the other options are explored.

- Learning Garden: Ms. McGuire stated the park is beautiful.
- Proposed Boardwalk & Pier/Kayak Waterfront Projects: Ms. Slater stated the County Attorney reviewed the SGC Waterway ordinance and it does not include funding for these projects.
- Entryways(Sandy/Karen):
 - Appleton Water Bill: Ms. Price stated there has been no resolution in reference to the Appleton refund and reported minimal charges on the two entrances at Ingraham and San Domingo. Appleton is back on track. Costs versus budget were discussed. Ms. Price stated the Linear Park bill is approximately \$300.00 per month.
 - Lighting Status: Ms. Nothdurft stated Mr. O'Conner was not able to obtain warranty information. Ms. Slater suggested writing the matter off.
 - Sign Request: Ms. Slater stated she received a request to modify signage at Keystone by adding the street name to the side of the Entrance Sign. Ms. Slater sent an email to the County requesting a larger green street sign. Mr. Dallenbach said at San Domingo and Ingraham new signage will be erected when the CR 771 road project is complete. The signs will be 12x48 and reflective. At the other intersections, the signs would cost approximately \$200.00 and funding would come from the Street and Drainage MSBU. Mr. Paine said the Committee would likely support the change at the two additional intersections. Lighting in the area of Keystone was discussed. Mr. Dallenbach will provide Ms. Slater the details of the street signs via email.
- McAllister Park Property Exchange: Ms. Nothdurft said Real Estate Services will contact the owner of Lot 9 to inquire if they are interested in the property exchange. Ms. Slater stated a county property would be exchanged for the corner lot at McAllister Park. She has research an available lot closer to the Santa Cruz waterway for the exchange. Ms. Hundley suggested putting this in the letter to make the exchange more attractive. Ms. Slater will send the lot information to Ms. Nothdurft.
- Landscape Contract: Ms. McGuire questioned if money is being saved on specialty mowing. Mr. Dratch provided a document which detailed the landscape maintenance actual expenditures versus planned expenditures and details were reviewed. Discussion continued regarding specialty mowing areas, cleaning of the trash, contract details, contract costs, and positive feedback from the community.
- Pathway Landscape Plans/Specifications: Ms. Slater discussed details of the project. Design is complete for the two bridge approaches. Ms. Slater would like to hire the same contractor used for the pathway project for the remaining bridge approaches. Ms. Musselman stated the cost to landscape each bridge would be approximately \$15,000 dollars. Discussion continued relating to the budget, carryovers, and moving money from one line item to another if the project is started this fiscal year. Ms. Musselman said she will need to confirm with Ms. Vernon to see if a sketch could be provided versus an actual design because the bridges may not be designed the same. Discussion continued relating to differences in the bridges. The contract cannot be amended for the landscaping design portion of the other seven bridges due to lack of funds. Ms. Slater asked if a line item transfer is possible and Ms. Lisby stated she will have to verify with Fiscal. Ms. Musselman reviewed type of plants that are included in the landscaping project. Mr. Dratch is concerned that the other bridges may require an adjustment for the pathway so landscaping areas may be effected. Mr. Paine stated the some of the pathways will not be constructed for a long time and criteria will be followed. Ms. McGuire would like to proceed with the landscaping. Ms. Hundley agrees the landscaping should be completed. Ms. Price had no comment. Ms. Slater asked if a one year maintenance warranty for landscaping is included in the contract. Ms. Slater motioned to landscape the remaining bridges less Ingraham over the Presidents Waterway and have that added to the current South Gulf Cove pathway contract, Ms. Hundley seconded. Motion passed 4 to 1 with Mr. Dratch opposed. Ms. Musselman will provide the information to Ms. Nothdurft.

New Business

- Financial History/ 6 month actual FY2014-15: Ms. Nothdurft provided the financial reports for Committee review. Ms. Slater stated the Committee has some lead way on mowing. Ms. McGuire stated once the year is up the bridge landscaping will have to be added to the maintenance contract. Ms. Slater reviewed the expenditures and carry overs with the Committee. Ms. Slater questioned maintenance services. Ms. Lisby stated those charges are related to Public Works. Ms. Slater stated the Committee expenditures on water are over budget.
- Activity Report (2/1/15-3/31/15): Ms. Nothdurft provided the financial reports for Committee review. Ms. Slater reviewed line items with the Committee.

- Final FY 2016 & FY2017 Budget rev 3-30-15: Ms. Nothdurft provided the financial documents for Committee review. Ms. Slater noted in FY2017 there were no balances carried forward.

Citizen Input on MSBU Related Items (3 Minute Limit)

- Ms. Phillips stated she is ready for the legal opinion relating to San Domingo Park and would like the next meeting to be set as soon as possible.
- Mr. Paine expressed his gratitude for moving forward with the landscaping of the bridges. Mr. Paine would like to have more activities that involve the youth and the parks. Mr. Paine stated he looks forward to working with the Committee.

Open Discussion:

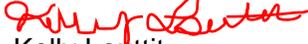
- Ms. Price shared information about the Rotonda Streets and Drainage Committee appointments. Ms. Price stated legal is reviewing all MSBU ordinances on term limits and they will be removed.
- Ms. Slater asked about term limits on officers and asked if the Committee member will have to officially resign to no longer be involved as an officer. (Chair and Vice Chair)

The next meeting was scheduled for Wednesday, June 10, 2015 at 9:30 a.m. in the Building Construction Services Conference Room.

Items for agenda: Mangrove trimming and San Domingo Park.

The meeting adjourned at 11:30 a.m.

Submitted by:



Kelly Louttit

Public Works Department

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

MEETING DATE: Wednesday, April 29, 2015

MEETING TIME: 9:00 A.M. – Building Construction Services Conference Room

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

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