

MEETING MINUTES
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
June 10, 2015 – 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: Mike Dallenbach, Kelly Louttit, Judith Nothdurft, Matt Logan, Tara Musselman

Guests: Sign-in sheet attached

The meeting was called to order at 9:30 a.m. A roll call was taken that determined a quorum was present. Membership terms were reviewed. Mr. Dratch advised he will not be renewing his term.

Changes to Agenda/Motion to Approve Changes

Under new business: add Charlotte County Sheriff's Office Crime Prevention Through Environmental Design and Parks and Recreation Master Plan Meeting Update. Ms. Slater motioned to add the changes to the agenda and Ms. Price seconded and the motion passed unanimously.

The minutes from April 29, 2015 were unanimously approved as amended and May 27, 2015 meeting minutes were unanimously approved as written.

Citizen Input for Agenda Items: none

Unfinished Business:

San Domingo Park (Karen)

- Ms. Price advised the picnic table top had to be ordered.
- Ms. Price requested the 4/29/15 email regarding C&H construction be resent to her email address. Mr. Dratch reviewed material and labor charges from C&H Construction and questioned why the final charges are greater than the original proposal. Ms. Nothdurft will investigate the matter. Discussion continued in reference to monitoring charges and the County supervision during the construction of San Domingo Park.
- Ms. Slater reviewed highlights from a phone call with the Assistant County Attorney and Dan Quick regarding park development. Ms. Slater stated in September a decision will be rendered. The County Attorney wants to ensure the funds are being used for the intended purpose and stated park development is normally handled by HOA's. Discussion continued in reference to the strong community support for park development. Ms. Slater stated if the decision is not favorable she will meet with County Commissioners individually to seek support for park development. Discussion continued relating to other MSBU's located in surrounding counties, Grove City gazebo, and need for bathrooms at the San Domingo Park.
- Ms. Nothdurft stated Greg O'Conner submitted a work order to Facilities on June 2, 2015 to replace the automatic controller for the irrigation system. Discussion continued relating to lighting abatement, a possible warranty and prior replacement of the part. Ms. Nothdurft will investigate if the part has a warranty.
- Ms. Nothdurft said the shipment date is pending for the cracked picnic tabletop. Mr. Dratch questioned the use of the cracked table and suggested moving the damaged table to a different location.
- Ms. Nothdurft stated an invoice from SED for Kevin Rainey has been approved in the amount of \$450.00 dollars for continued work on the picnic table.
- Ms. Phillips would like a ribbon cutting for the park. It was agreed to wait till after the legal decision on Park Development in September.

Linear Park (Bob)

- A consultant from Earth Balance questioned the scope of services for the mangrove trimming. Mr. Dratch reviewed the desired locations and details for the mangrove trimming. Discussion continued regarding the holiday boat parade, permit details, project phases, and previous mangrove trimming in the area. Earth Balance would like a copy of the permit from the previous mangrove trimming. Mr. Logan advised field work and plan development is still needed in the area before the project can proceed. The consultant estimated a timeframe of 2-3 weeks for the permitting application. Earth Balance would like to have a pre-application meeting with Florida Department of Environmental Protection (FDEP) because the mangroves will be requested to be trimmed below six (6) feet. A proposal from Earth Balance was distributed for Committee review. Discussion continued relating to total costs, scope of services, application fees, height determination of mangroves, and different species of mangroves. Mr. Dratch motioned to approve the proposal by Earth Balance in the amount of \$ 3770.00 for the mangrove trimming permit and plan and additionally approve \$803.00 dollars for the application fee not to exceed \$1000.00 dollars, Ms. McGuire seconded the motion; Permitting timeframe and a previous motion for permitting from the February MSBU meeting were discussed. Mr. Logan will submit a copy of the permit application and plan to Ms. Nothdurft for Committee review before it is submitted to the State. The Motion passed unanimously.
- Ms. Nothdurft advised the cattail funding will be discussed at next SGC Waterway meeting in July.
- Ms. Nothdurft stated the Pine Hills Landscaping quote for the irrigation system automatic master valve is \$705.00. Mr. Dratch stated the master valve will prevent water leakage when the sprinkler system is not operating. Mr. Dratch motioned to approve \$705.00 dollars for the system master valve with Pine Hills

Landscaping amended by Ms. Price to add the location of Linear Park, Ms. Slater seconded; and the motion passed unanimously.

Learning Garden (Carol)

- Ms. McGuire would like a bike rack installed at the Learning Garden. Discussion continued relating to San Domingo Park bike rack, placement location, and costs. Ms. Nothdurft will provide cost to include installation at the next meeting. Mr. Dratch questioned if a permanent port-a-potty would be feasible at the Learning Garden and San Domingo Park. Ms. Nothdurft will investigate the legalities for placement.
- **Entryways(Sandy/Karen):**
Appleton Water Bill: Ms. Price stated the water bills remain low. Resolution of the past large bill is pending.
- **McAllister Park Property Exchange:** Ms. Slater stated there has been no response from the property owners in reference to the property exchange. Ms. Nothdurft will investigate if the initial letter was sent certified. Discussion continued regarding available properties for exchange and available parcels for a possible land exchange in the Learning Garden area. Ms. Slater stated the Learning Garden parcels will be discussed at the next meeting.
- **Landscape Contract:** Mr. Dratch discussed the landscape maintenance actual vs. planned expenditures. Ms. Slater questioned if mowing would be included on SR771 right-of-way during the construction period. Mr. Dallenbach will provide an update on the mowing and will get clarification on who will be responsible to mow after construction is complete. Discussion continued regarding mowing areas and renegotiation of the mowing contact on SR771. Ms. Slater stated Mr. Keyser confirmed sod installation after construction is complete. Discussion continued relating to project details and rerouting of traffic during construction.
- **Pathway Landscape Plans/Specifications:**
Ms. Musselman stated the project is in purchasing and confirmed the one year maintenance was added to the contract. Ms. Musselman stated when the design is complete it will be sent to Ms. Nothdurft for Committee review.

New Business

- **Activity Report (2/1/15-3/31/15):** Ms. Nothdurft provided the financial reports for Committee review.
- Ms. Lisby stated the FY16/17 budget for central and indirect has been lowered to \$4751.00 dollars.
- **Charlotte County Sheriff's Office:** Ms. Slater stated the Charlotte County Sheriff's Office is reviewing County Parks for safety. After final review the sheriff's office will distribute a report with suggestions to improve safety of the parks.
- **Parks and Recreation Master Park Meeting:** Ms. Slater provided the South Gulf Cove Park plan to the attendees of the meeting. Discussion continued regarding a possible recreation/hurricane shelter. Ms. Price questioned if the survey was distributed at the master park meeting and questioned when the final report will be complete. Ms. Slater stated she provided her contact information to the Tindale Oliver representative at the meeting.

Citizen Input on MSBU Related Items (3 Minute Limit) None

Advisory Committee Open Discussion

Ms. Phillips asked if the County has any Red Cross hurricane shelters. Mr. Dallenbach stated no due to elevation issues. Charlotte County has Refuge Centers.

Mr. Dratch would like an update on the fishing pier at the Tom Adams Bridge. Ms. Musselman stated the area will be reopened in approximately one week.

Ms. Musselman stated old notes indicate mangrove trimming was completed in March 2010.

The next meeting was scheduled for Wednesday, September 17, 2015 at 9:30 a.m. in the Building Construction Services Conference Room.

The meeting adjourned at 11:28 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, JUNE 10, 2015

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

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

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