

CHARLOTTE COUNTY
SOUTH GULF COVE ADVISORY COMMITTEE
Charlotte County Administration Center, Room B-207

Minutes
June 24, 2009

MEMBERS PRESENT

Sandy Slater, Chairperson
Kendall Leach, Vice-Chair
April Chattinger, Secretary
Yvonne Ermirio
Susan Faust

STAFF

Roxann Read, Growth Management
Tara Musselman, Budget & Admin. Services
Jane Starr, Recording Secretary

GUESTS

Karen Price, HOA President
Jack Paine, Streets and Drainage MSBU Chairman

MEMBERS EXCUSED

I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chair Slater called the June 24, 2009, **South Gulf Coast Advisory Committee** meeting to order at 9:06 a.m. noting there was a quorum present.

Chair Slater welcomed **Susan Faust** as the Committee's newest member and announced she was appointed at the June 9th BCC meeting.

II. APPROVAL OF MINUTES

A motion was presented by **Yvonne Ermirio** and seconded by **April Chattinger** to accept the May 27, 2009, South Gulf Coast Advisory Committee minutes with corrections. A vote was taken and the motion passed unanimously.

III. OLD BUSINESS - None

IV. COMMITTEE MEMBER REPORTS

Funding & Resources (Sandy Slater)

Chair Slater stated she met with Dan Gallagher subsequent to the last meeting and also spoke briefly with Ray Sandrock. As a result, a meeting was scheduled for June 4, 2009 and included Mr. Gallagher, Jack Paine, Tara Musselman, Marty Simone, and herself, who attended the recent Joint Meeting. An email was forwarded to members documenting the outcome of the meeting and including all information relative to the budget issue.

Chair Slater commented on the importance of conducting a mid-year review with Parks and Recreation and asked **Tara Musselman** to make the arrangements. **Ms. Musselman** advised that Lynn Presto has replaced Mike Koenig as Fiscal Manager for Parks and Recreation and consequently, she did not anticipate a meeting taking place before the end of July. **Chair Slater** also noted errors in the Parks and Recreation Report regarding the Maintenance budget.

Continuing with this year's budget, **Chair Slater** announced a Streets and Drainage MSBU meeting is scheduled for next Monday and more information would be forthcoming regarding carry over funds for the construction of the entrance signs. She added that, although the bid would be awarded, she did not foresee a substantial amount of completion being done prior to the end of the fiscal year. Additional carry over items were discussed and **Ms. Musselman** stated an updated budget should be available by Friday. **Chair Slater** also made known she expected approximately \$300,000.00 in carry over, but stated the allocations have already been identified for entranceways and park design work.

Kendall Leach inquired about funds discussed at a previous meeting and was told there would only be approximately \$50,000.00 available next year for Park Infrastructure. This amount was originally thought to be higher. **Chair Slater** said it was her understanding this was due to a problem with the notifications that were sent out for a Modification to the Ordinance for the Streets and Drainage MSBU. **Ms. Musselman** clarified that property owners were noticed correctly but the issue resulted because the word "beautification" was not included in the notices the last time there was a rate increase. She reported that a rate increase is being requested next year and will identify everything that might arise in the foreseeable future and will be enough to fund what is needed. In answer to a question by **Jack Paine**, she confirmed the request will identify the amount that will be going to the Community Plan. **Chair Slater** led a discussion regarding ongoing frustrations and **Ms. Musselman** advised of the process moving forward.

Chair Slater responded to **Yvonne Ermirio's** inquiry about unnecessary funds that are spent on consultant fees instead of being used to better the community. **Kendall Leach** inquired about the outcome of yesterday's Pre-bid meeting. **Chair Slater** explained the objective of the meeting and read details from a report stating the contract is for one year with two one-year options. A discussion ensued regarding the proposed annual contract for design work and the benefits it would provide. **Karen Price** made known these documents were available online. **Mr. Leach** expressed concern with the timeline for receiving the documents and felt they should be made available at least one (1) month prior to the pre-bid project to allow sufficient time for review. **Chair Slater** added further comments and **Ms. Musselman** confirmed proposals are due on July 7, 2009. **Ms. Musselman** addressed additional questions from members regarding the use of consultants and the allocation of funds for design work and stated she felt there would be a positive response from the Community when they begin to see the outcome of the work. **Mr. Leach** inquired about meetings to review the bids and was told the bids will first be opened and sent to the Professional Services Committee. Following their review, a second meeting will be scheduled and the public will be invited to attend. The date and time will be forthcoming. An open discussion ensued regarding a quote of \$100,000.00 from the Community Plan Group and members stated they were not aware this was only for design work. **Yvonne Ermirio** stated it was her understanding funds that were not used would go towards parks, although it was agreed this was not made clear due to the way the budget is reported. **Chair Slater** reiterated the hope that the Committee will be able to engage in the process and provide input prior to the initial paperwork going to purchasing.

Chair Slater provided a recap of the budget for next year and confirmed there is \$50,000.00 in the MSBU for maintenance which will include the trimming of mangroves and the clearing of

banks at Linear Park. **Ms. Musselman** stated the clearing should be completed this year.

Ms. Musselman conveyed a copy of the ninety percent (90%) entrance way sign design that was emailed to members prior to being submitted was put forward when no comments were received. Several members stated they were unable to review the plan or reply as they were unable to access the internet at that time. **Mr. Leach** noted again the potential problems that result due to a lack of communication and again expressed the need to receive documents earlier.

Yvonne Ermirio inquired about the planting of trees and was told **Ms. Musselman** would like to put trees at all entranceways as well as line the beginning of each street using the \$50,000.00 and use Cove Connector money in other areas. She added the number of trees purchased would depend on their cost and stated, as part of the sign contract, trees would be watered and maintained in conjunction with the entranceway project. Discussion continued regarding placement of the trees. **Jack Paine** reminded members that bids are not yet in for the entrance signs and suggested using part of the \$50,000.00 as a cushion should the plans come in over budget. **Ms. Musselman** advised she would avoid this by doing the bid for the entrance signs first before doing an optional line item for the planting of the trees. Suggestions were offered for determining the best species of tree to plant and the best location. **Ms. Musselman** presented ideas for the most cost efficient way to accomplish this.

Kendall Leach returned the conversation to the Entranceway signs and the change that would be added to the 90%. He strongly feels this Advisory Committee needs to obtain a copy of the 100% drawing at least two weeks before it goes to purchasing. Although she cannot guarantee the timeline, **Ms. Musselman** agreed to provide a digital copy as soon as it is received but reminded Mr. Leach that once the 100% plans are received they are not required to make any additional changes. Further discussion resulted in the realization that the 90% plan was not provided to the Advisory Committee at a previous meeting and was instead emailed only to the group in charge of the sign project. **Chair Slater** commented on the 90% plan and stated she will forward a copy to members. **Mr. Leach** requested information be provided to all members in the future.

Following **Chair Slater's** recommendation that members provide comments by a specific date to avoid future problems, **Ms. Musselman** proposed that all comments be consolidated and submitted by one person. It was decided that the sub-committees would be responsible for sending out the information as well as organizing comments and communications. **Roxann Read** clarified that comments could be made at 90% but would not be allowed at 100%.

Boat Ramp Park (Sandy Slater)

Chair Slater advised she visited the area last evening and noticed some of the landscaping already needs to be replaced. She reported an inspection is scheduled for tomorrow for substantial completion and the playground installation will be completed by Parks and Recreation in July. She commented that it is going to be a beautiful park. Discussion continued regarding funding and **Jack Paine** inquired about landscaping at the lift station.

(RECESS: 10:19a.m. – 10:23a.m.)

Tara Musselman addressed **Chair Slater**'s concerns regarding the North and West Buffer Landscaping and Irrigation RFQ and offered to call David Milligan on her behalf. **Chair Slater** also questioned a three (3) year annual contract for a consultant to design shoreline restoration at the boat ramp. She was told this would not come from MSBU funds because it is a county park, however felt a more cost efficient alternative would be to extend rip rap along the shoreline. The committee agreed unanimously. **Ms. Musselman** agreed to forward their request but reminded the Committee that the decision will ultimately be up to the County. **Chair Slater** inquired further about plans for a ribbon cutting ceremony and was told in all probability one would not be scheduled unless Parks and Recreation coordinate their own.

Land Acquisition (Sandy Slater)

Chair Slater advised she does not want to schedule a meeting with Real Estate Services until available funds have been established. In answer to a question about the minutes for the April 9th Joint Meeting, **Tara Musselman** confirmed they are complete and will be provided to the Recording Secretary for distribution.

Kendall Leach inquired about mulching of the median on 771 and was told this should begin the first week in July. **Ms. Musselman** responded to a question about interest earned on remaining funds and stated all interest will be deposited into the MSBU budget. She reported \$18,650.00 of interest was earned in the first half of this year.

Entranceways (Sandy Slater)

Nothing further was noted.

Master Park Plan (Yvonne Ermirio)

Yvonne Ermirio reported several individuals at the CCT meeting last month expressed interest in putting in a dog park. Property was identified that she felt would be appropriate for this purpose. **April Chattinger** inquired about a pet park already designated in the master plan and was told the Committee disagreed with the designation and the location could be changed when the area was ready for development. It was also felt a pet park would not be feasible on a main artery. Discussion continued regarding the costs involved to add a pet area to a park system already in place and what it would entail. **Karen Price** added additional comments and stated most pet parks are open and do not involve a lot of landscaping. She also agreed a main artery would not be a feasible location, but felt a pet park would be a desired addition to the community and would be a volunteer effort. She added there would be grant money available if an appropriate area could be designated and felt the Committee needed to examine this further. At **Chair Slater**'s suggestion, it was agreed this should be pursued by the Parks Sub-Committee. **Ms. Ermirio** will meet with them and provide a follow-up at the next meeting.

Park Maintenance & Development (Yvonne Ermirio)

Yvonne Ermirio affirmed the Learning Garden signs have been installed as well as a park sign at the South Gulf Cove Boat Ramp.

Ms. Ermiro reported on Nittany and Santa Lucia Parks and advised clearing should begin soon. She noted the South Gulf Cove Community Park will be cleared for safety and land management at the County's discretion. **Chair Slater** added that certain areas will be closed for safety

purposes when the clearing begins. **Ms. Ermiro** read from a report prepared for the Home Owners Association and answered additional questions. She mentioned an earlier request that vegetation be treated and an Arborist be hired to oversee the work, and stated that this was not added to the contract. **Karen Price** provided a copy of the Smart Charlotte 2050 pertaining to parks and asked the Committee to review and offer comments accordingly. She is working with a coalition that is reviewing some of the elements and advised it will result in a lot of changes in the park system. Another issue being addressed is more definition for advisory committees already established in the County.

Public Safety & Health (April Chattinger)

April Chattinger made known a County Wide Cert Practical will be conducted this weekend for those who have already taken the CERT Program and would like to be refresh their skills in case of a disaster.

Pedestrian Bikeways/Cove Connector (April Chattinger)

April Chattinger announced they are moving forward with the “Backyard Tree” program and stated twenty-four (24) personal trees have been purchased. Information was provided on additional trees purchased for the County easements and the possibility of postponing planting. **Ms. Ermirio** expressed the importance of planting during the rainy season. Discussion continued regarding the quantity of trees desired and the best location for planting. **Chair Slater** suggested a separate meeting be scheduled for this purpose. **Ms. Musselman** advised it would be more cost efficient to keep the trees planted in one area and said she would need a final decision by next week. **Ms. Chattinger** stated she expects the private trees to be planted now and advised more information on the date would be made available soon. **Ms. Musselman** responded to a question about permitting and the need for a state license and advised this would be determined when all of the documentation has been submitted.

Firewise Community (April Chattinger)

Ms. Chattinger advised there has been no communication from the state as of this date and no additional information to report.

Zoning/FLUM/Deed Restrictions (Kendall Leach)

Kendall Leach reported he is still pursuing communications to have the county use MSBU funds to pay for the coordination.

Stormwater/Lakewatch Program (Kendall Leach)

Mr. Leach stated a representative of the Stormwater Committee presented at the last HOA meeting and they are now waiting for the water analysis from the University. He advised the State may have cut funds to the University and as a result, the program could be discontinued. Responding to **Mr. Leach’s** inquiries about a water analysis report from the county, **Ms. Musselman** confirmed they are compiling the report and will be giving a presentation to the Waterway Committee in the near future. **Mr. Leach** stated his intention to attend the meeting and requested Ms. Musselman forward the information to him when available.

Quality Mining (Kendall Leach)

Mr. Leach mentioned controversy relating to the reclamation plan and mentioned an upcoming meeting that is planned with Commissioners, Growth Management Director, and South Gulf Cove residents headed by Cathie Spence to discuss the issue further.

Commercial Architectural Standards (Kendall Leach)

Mr. Leach provided information regarding the meeting at the HOA Pavilion. He stated topics discussed included standards for commercial designs along 771 and parking. **Chair Slater** advised that staff had already met with John Robinson on the issue of parking and felt this needed to come before the Advisory Committee. **Karen Price** added additional comments and **Ms. Musselman** made known the Community Plan Advisory Committee in Grove City had proposed similar architectural work with side-street parking. **Ms. Price** stated the rest of the design, from the homeowners' standpoint, would be through the Homeowners Association and added the architect is looking to make additional changes through the county.

Seawalls (Kendall Leach)

No additional information was discussed.

Tara Musselman provided information that came in regarding the Boat Ramp Park Landscaping Buffer location discussed earlier in the meeting and stated it would include extending the irrigation system which is being constructed under the park project. She stated the parks original landscape buffer includes the area around the lift station, and it is undetermined if rip rap will be part of the design. The substantial completion inspection for the park is scheduled for June 25, 2009 with the final completion date determined after the punch list is done. There has been no discussion to date regarding the opening ceremony and what type of event would be appropriate. **Ms. Musselman** also mentioned she will be requesting additional information regarding funding for irrigation.

Chair Slater provided background information on event signs to Susan Faust and the status to date. **Karen Price** advised temporary permission was given by Code Compliance to install small signs next to the current entrance signs for the purpose of posting activities. **Chair Slater** also felt additional research on the sign ordinance is needed. She suggested a small committee might be needed to provide a recommendation for pursuing this. Information was also provided regarding the Scenic Highway Committee meetings and the recent Ribbon Cutting Ceremony.

Kendall Leach led a discussion regarding the cabbage palms on 771 that are blocking visibility. **Yvonne Ermirio** responded to **Ms. Musselman's** inquiry about the removal of small exotics and natives on the median.

Karen Price mentioned emails she received as the Homeowners Association President and asked what to advise them on the status on the landscaping around the lift station on Ingram. **Ms. Musselman** stated at this time she still does not have an approved plan from CCU.

(Tara Musselman left the meeting at 11:26a.m.)

V. **NEW BUSINESS**

Election of Officers

Chair Slater stated the Election of Officers is an annual event. Following a short discussion, it was agreed the incumbents would agree to stand for consideration of the next calendar year.

***ACTION:** A motion was presented by Kendall Leach and seconded by April Chattinger that all incumbents be nominated to continue as officers FY 2009-2010. Following a vote, the motion carried unanimously.*

Chair Slater mentioned continuous frustrations and time she felt was wasted on meetings to no avail. **Jack Paine** said it was his view this was due to problems with communication. **Kendall Leach** agreed and reiterated communication problems he has encountered. It was his feeling that projects need to be more in line with costs and county situations. Discussion continued regarding project costs and a more efficient way to review the plans in a timely manner.

Chair Slater complimented the efforts of previous staff from Growth Management.

VI. **PUBLIC COMMENTS**

Karen Price commented further on the Smart Charlotte 2050 stating the entire document can be viewed on the County website.

Roxann Read stated the Future Land Use Element on the website is being revised by consultants, but felt the existing community plan advisory committee processes would not change going forward.

Jack Paine commented on the title of the committee stating he felt it would be better to refer to the Committee as the South Gulf Cove Community Plan Advisory Committee to better identify the committee's purpose.

Ms. Price spoke on MSBU's and the public notice that needed to be mailed out. On a personal venture, she has formulated a letter to Mr. Gallagher and the Commissioners. **Jack Paine** advised he also has contacted Mr. Gallagher. **Kendall Leach** suggested holding a public workshop on these issues rather than meeting individually. **Roxann Read** recommended holding an annual workshop to keep communication flowing. Discussion continued.

VII. **STAFF COMMENTS**

Roxann Read spoke further on the name of the Committee as outlined in the Bylaws.

(April Chattinger left the meeting at 11:45a.m.)

Roxann Read advised of changes that are underway to make the web pages for community plans more uniform and easier to navigate. **Kendall Leach** asked if the words "Community Plan" could be added as a reference to the Committee's webpage. **Chair Slater** referred to an article written for the annual meeting of the Conservancy and Community Trust and provided **Ms. Read** with a copy showing a summary of the committee's purpose.

VIII. NEXT MEETING

The next regular meeting will be held on Wednesday, July 15, 2009, at 9:00a.m., in the Growth Management Conference Room #B-207. **Yvonne Ermirio** asked to be excused from the next meeting.

IX. ADJOURNMENT

There being no further business to come before this committee, Chair Slater declared the meeting **ADJOURNED** at 11:50a.m.

Respectfully submitted,

Jane Starr

Jane Starr, Recording Secretary

/jms