

**MEETING SUMMARY  
MEMORANDUM OF UNDERSTANDING (MOU) DISCUSSION**

**DEEP CREEK SECTION 20 & 23 PROPERTY OWNERS ASSOCIATIONS (POA)  
WEDNESDAY, MAY 24, 2023**

**3:30 p.m. – 4:33 p.m.**

**Charlotte County Administration Center, Building B, Room 106  
18500 Murdock Circle, Port Charlotte, Florida**

**County Staff:** John Elias, Public Works Director  
Joanne Vernon, County Engineer  
Karly Greene, Maintenance and Operations Manager  
Karlene McDonald, Operations Supervisor  
Erica LeMaster, Community Liaison  
Hector Flores, County Administrator  
Pooja Patel, Assistant County Attorney

**Attendees:** See attached sign-in sheet

**Call to Order / Roll Call:**

The meeting was called to order at 3:30 p.m. John Elias led County Staff introductions, extending the opportunity for introductions to the entire group.

**Changes to the Agenda:**

None

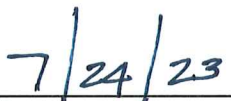
**Memorandum of Understanding Discussion:**

- a. Public Works: Mr. Elias gave background and a brief explanation of the purpose of an MOU, and why this option is being considered. He drew attention to the Rotonda West MOU and informed the group of the process, noting the drawbacks and benefits. He emphasized that the process should be less time-extensive with Deep Creek. Verification was given on what the county currently maintains; drainage, including pipes, roads, and safety mowing, that are in the county-maintained right-of-way. Clarification on the current structure was given: Anything that resides on private POA property is the POA's responsibility.
- b. Levels of Expectations & Public Works Priorities: Mr. Elias expressed that Section 20 & 23 have been extremely proactive in maintaining their system, which is why the County is entertaining this MOU. Questions arose regarding assessments, Municipal Service Benefit Unit (MSBU) funds, as well as grant funding. It was reported that we would explore grant funding, but it would take time and is an unlikely option since the lion's share of grants are income based and Deep Creek would not qualify. Funding will be explored through Mid Charlotte Stormwater and the Street and Drainage MSBU's, with the possibility that the Street and Drainage MSBU fees will not increase. Discussion ensued regarding the previous preliminary cost estimates and the group was reminded that costs have increased over time. Maps of Section 20 & 23 pipes were presented demonstrating the varying lengths and pipe sizes. Discussion took place regarding current corrugated metal pipes deteriorating and what plan of action Public Works is considering if the MOU moves forward. Mr. Elias explained the benefits of pipe lining in comparison to high-density polyethylene (HDPE) material, pointing out that it is estimated to last 50 years, stressing that there is always a possibility a pipe might be damaged during the process.
- c. Next Steps: Section 20 and Section 23 were both in agreeance to move forward with the MOU. Questions arose regarding the private golf course, and it was noted that Golf Course Management is not part of the POA, but they are also in agreement. The project

is contingent on funding, and the County will need to obtain blanket easements to move forward with a future work program. Once obtained, pipe lining and point repairs on existing pipes will be the highest priority areas for Public Works. Public Works Staff expressed that they will focus their efforts to have the document completed and ready for signature within 12 months. The group was reminded that, once we begin, there will be times where it appears that work isn't taking place and times it will be disruptive, stressing that it will take time to maintain positive flow going to major outfalls. Mr. Elias explained that we will not make improvements or changes to the current design, pointing out that Public Works' focus is repairing the pipes that are failing and maintaining drainage. Greenbelt mowing is not included in this agreement and will still be the responsibility of the POA's. The intention is to bring the drainage back to its original working design.

The meeting adjourned at 4:33 p.m.

  
Chair Signature

  
Date

## AGENDA

### DEEP CREEK MEMORANDUM OF UNDERSTANDING (MOU) WEDNESDAY, MAY 24, 2023

3:30 p.m., B106, Charlotte County Administration Center, Building B  
18500 Murdock Circle, Port Charlotte, Florida

1. Introduction of Attendees
2. Memorandum of Understanding
  - a. Public Works: Background for New POA Board Members
    - Levels of Expectations & Public Works Priorities
    - Next Steps
  - b. Floor Open for Questions and Discussion



**Deep Creek Memorandum of Understanding (MOU)**

Attendance

Wednesday, May 24, 2023

3:30 P.M

Location: 18500 Murdock Circle, Port Charlotte, Florida  
B106 Charlotte County Administration Center, Building B

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

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Continued – Deep Creek Non-Urban Street & Drainage  
Advisory Board Meeting Attendance  
April 13, 2023

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