

**BURNT STORE ISLES
CANAL ADVISORY COMMITTEE
MEETING
JUNE 14, 2011**

MEMBERS PRESENT: Gary Brewster, Chairman
Leslie Totten, Thomas Mays,
Norman Ashworth, Frank Wiechec

MEMBERS ABSENT: Leslie Totten

OTHERS PRESENT Rick Keeney, Public Works Director
Randy Brodersen, Canal Maintenance Supervisor
Mark Gering, City Engineer
Sharon Knippenberg, Controller
Bill Albers, Councilmember

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting – Tuesday, July 12, 2011

APPROVAL OF MINUTES

- A. Regular Meeting – May 10, 2011
 - Mr. Wiechec MOVED, Mr. Ashworth SECONDED approval of the May 10, 2011 minutes.
- MOTION CARRIED UNANIMOUSLY.

CANAL MAINTENANCE MONTHLY REPORTS

- A. Permits Authorized by City Staff – Installation of Docks, Lifts, Outpilings, etc.
 - Mr. Randy Brodersen, Canal Maintenance Supervisor, advised one permit had been issued in May 2011.
- B. Budget Utilization Report – May 2011
 - Mr. Brodersen briefly reviewed the May 2011 Budget Utilization Report, as delineated within the agenda material, offering to answer questions. He stated the current numbers did not reflect totals to date due to outstanding invoices.

UNFINISHED BUSINESS

- A. GA-10-11 Proposed Burnt Store Isles Boat Lifts & Davits Ordinance – Rick Keeney
 - Mr. Rick Keeney, Director of Public Works, displayed and reviewed the answers provided by the City Attorney addressing questions from members at the May 10, 2011 Burnt Store Isles Canal Advisory Committee (BSI CAC) meeting, as delineated within the agenda material. He then noted a change in the language to the proposed ordinance.
 - Mr. Ashworth clarified all docks existing before adoption of the new ordinance would be grandfathered.

- Mr. Brewster asked if changing the date of grandfathering in accordance with the proposed ordinance presented any conflict with existing Department of Environmental Protection (DEP) requirements.
 - Mr. Keeney replied the City Attorney addressed same and was comfortable with the language.
 - Mr. Brewster confirmed the public hearing for GA-10-11, scheduled for the July 11, 2011 BSI CAC meeting was still required.
- B. Budget Presentation – Fiscal Year’s (FY) 2011/2012 – Sharon Knippenberg
- Ms. Sharon Knippenberg, Controller, explained the City’s Finance Department handled certification of assessments and worked with Charlotte County to prepare same for billing in the fall. She stated along with responses to questions from Charlotte County regarding BSI’s assessments, she encouraged attendance of BSI CAC meetings. She then displayed the Proforma Schedule of Reserves and Expenditures, as delineated within the agenda material, stating the 5 year proforma was based on current operations and the philosophy of renewal and replacement, along with direction from the City Manager and City Council as to what type of an operating reserve they would like to see. She acknowledged same did not always reflect the amount of reserve the Committee would like to see. She then announced Ms. Kristin Simeone, Financial Analyst, would provide an overall budget presentation and answer questions regarding same, noting the presentation reflected no increase to the annual assessment and maintained a minimum operating reserve.
 - Ms. Kristen Simeon displayed the BSI Canal Maintenance Assessment District (CMAD) Proforma Schedule of Revenues and Expenditures, as delineated within the agenda material. She reviewed the 5 year proforma pointing out reductions in fiscal year (FY) 2012 to include \$10,000 in dredging and a slight decrease in seawall and seawall cap replacement, noting the projected amount for same reflected carry over funds from 2010. She explained in FY’s 2013 through 2016, mangrove trimming decreased \$10,000, seawall and cap replacement again showed a slight decrease to keep the reserves at an adequate level, dredging and contract services remained the same and all other operating expenses were estimated to increase by 3%. She then briefly reviewed the remainder of the presentation, offering to answer questions.
 - Mr. Wiechec questioned the reduction of funds for mangrove trimming.
 - Mr. Keeney responded allocations for mangrove trimming, along with other line items, were reviewed annually and adjusted accordingly.
 - Mr. Brewster questioned the timeline of the budget presentation, stating City Council would not have time to review any recommendation by the Committee.

- Ms. Knippenberg replied there had been no indication of differing opinions from the Committee in previous months, therefore; staff did not feel there was a timeline issue. She suggested recommendations in the future be addressed as early as January, confirming staff and the Committee were in agreement with the proposed assessment.
 - Mr. Bill Albers, City Councilmember, questioned what had been learned from the Geographic Information System (GIS) inspections and if same could be used to forecast allocations needed in FY's 2012 through 2016 with reasonable accuracy, advising same would be asked at the upcoming City Council meeting.
 - Mr. Brewster replied after reviewing information given to date from the GIS inspections, the Committee was comfortable with maintaining the \$400 assessment fee.
 - Mr. Keeney advised staff presented and reviewed updates of GIS findings with the Committee at their monthly meetings.
 - Mr. Brodersen displayed the BSI 2010 Seawall Assessment Findings, as delineated within the agenda material, explaining the 1,449 feet of wall in need of replacement would not be accomplished in FY 2011, advising funds budgeted for 2012 should enable staff to complete the remainder. He stated walls identified as needing to be monitored would be better categorized after the first annual GIS inspection, to be performed in the upcoming winter.
 - Mr. Wiechec opined he would feel more comfortable with more of a fund balance to fall back on even if it meant an increase in the annual assessment fee.
Ms. Knippenberg requested a motion regarding the assessment fee, advising staff would present same to City Council.
 - Mr. Brewster opined unless a significant change happened to the current status, work and funding for same was on track through FY 2012.
 - Mr. Wiechec MOVED, Mr. Mays SECONDED recommending no change to the \$400 annual assessment fee. MOTION CARRIED UNANIMOUSLY.
- C. Questions Posed by Mr. Mays
- Mr. Brodersen responded to question #1, as delineated within the agenda material, displaying several pictures depicting newly engineered slabs with weep holes approximately one foot above the barnacle line. He explained although high tide waters would be above the weep holes approximately 25 percent of the time, staff felt confident there was sufficient drainage. He advised lower weep holes allowed water behind the walls to drain to a lower level, therefore decreasing hydraulic pressure. He advised greater water flow lessened the development of barnacles within the holes.
 - Mr. Brewster questioned the dimension of weep holes in the new wall design.
 - Mr. Brodersen answered approximately 32 to 34 inches from the top of the slab and approximately 17 inches below the previous design.

- Mr. Mays opined the water level was above the weep holes more than 25% of the time, asking if same allowed a greater amount of silt to exit the holes creating more sink holes behind the walls.
- Mr. Brodersen stated fiber cloth behind the holes sufficiently controlled percolation.
- Mr. Mays questioned, if the fiber cloth held back silt from exiting if it also held back a greater amount of water creating undue pressure.
- Mr. Brodersen replied negatively, stating stones for filtering were still being utilized.
- Mr. Mark Gering advised soil testing performed by the engineer who designed the new seawall found weep holes had no impact on wall integrity, adding no correlation was found between seawalls with or without weep holes, opining blockage of a weep hole was not critical to the longevity of the seawall.
- Mr. Brewster questioned the reasoning for lowering the weep holes.
- Mr. Gering responded in theory, tides went out faster than water draining from behind the walls, advising the purpose of a weep hole was to equalize pressure on the seawall while lowering the weep hole allowed water to drain more evenly with tide levels. He opined weep holes located high on the walls served almost no purpose.
- Mr. Brodersen addressed question #2, as delineated within the agenda material, stating staff used the terms "repair" and "patch" interchangeably with same being an alternative to replacement in efforts to prolong the life of the cap. He then reviewed a summary of materials and costs of cap repairs to date for FY 2011, as delineated within the agenda material.
- Mr. Brewster questioned the life of a patch.
- Mr. Brodersen answered expectancy varied based upon circumstances such as activity of a wall, explaining instability or movement of a wall would cause reoccurring cracks, whereas a patch to a cap on a healthy wall has been known to last 7 or 8 years.
- Mr. Mays questioned the strength of a Banzol patch where no rebar remained, asking if same would be considered cosmetic.
- Mr. Brodersen replied negatively, reiterating repairs were performed to prolong the life of a cap before replacement was required.
- Mr. Brewster opined when repairs were performed, the appearance was cosmetically superior while integrity of the cap was also gained.
- Mr. Gering responded to question #3, as delineated within the agenda material, by stating under direction of City Council, staff obtained property and constructed the Public Works Utilities Campus. He advised in order to keep within the \$6,000,000 budget for same, the City acted as the General Contractor, utilizing various departments to include Parks and Grounds, Public Works, Utility and Canal Maintenance Divisions

(CMD) without individual accountability. He stated various departments and divisions contributed evenly to produce the facility.

- Mr. Brewster questioned the man hours contributed by the CMD.
- Mr. Gering answered man hours were not tracked, advising bin walls were constructed in three areas using 72 seawall panels costing approximately \$200 each. He added currently the CMD occupied a large portion of the facility site.

ADJOURNMENT

- Meeting Adjourned: 2:30 p.m.

Gary Brewster, Chairman

Perri Turner, Recording Secretary