

**BURNT STORE ISLES
CANAL ADVISORY COMMITTEE
MEETING
DECEMBER 13, 2011**

MEMBERS PRESENT: Gary Brewster, Chairman
Ron Frazier, Norman Ashworth, Thomas Mays

MEMBERS ABSENT: Frank Wiechec

OTHERS PRESENT Rick Keeney, Public Works Director
Randy Brodersen, Canal Maintenance Supervisor
John Smith, Plans Examiner

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
1. Roll Call
- Mr. Brewster welcomed Mr. Ron Frazier to the Committee
2. Election of Vice Chairman
- Mr. Ashworth nominated Frank Wiechec for Vice Chairman
 - As there were no other nominations, Mr. Wiechec was appointed Vice Chairman by acclamation.

Note: Election was held following Approval of Minutes

- B. Next Scheduled Meeting – Tuesday, January 10, 2012
- Mr. Brewster announced he would be out of town during the January 10, 2012 meeting.

APPROVAL OF MINUTES

- A. Regular Meeting – October 11, 2011
- Mr. Ashworth MOVED, Mr. Frazier SECONDED approval of the October 11, 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 two permits had been issued in October 2011, and no permits had been issued in November 2011.
- B. Budget Utilization Report
- Mr. Brodersen reviewed the Budget Utilization reports, as delineated in the agenda material, explaining the low work completion numbers were due to time being spent on the recently completed annual seawall assessments.
 - Mr. Brewster asked if seawall assessments had begun in Punta Gorda Isles (PGI).
 - Mr. Brodersen replied affirmatively.

UNFINISHED BUSINESS

- A. Update on GIS Seawall Assessment – Gary Disher, Project Manager
- Mr. Gary Disher reviewed the seawall assessment data, as depicted on Charlotte County’s Geographic Information System (GIS), to include information obtained from Marine Contracting Group on walls replaced between 2002 through 2010, prior to the City beginning the current assessment process. He advised the method of tracking data by percentage of damaged segments had changed to tracking data points measured from lot line to lot line, allowing staff to assess damage to individual seawall panels and tripling the previously tracked 513 segments to approximately 1577 target points on the eighteen miles of Burnt Store Isles (BSI) seawalls. He pointed out various layers documented in the GIS to include newly replaced seawalls, newly repaired seawalls and seawalls in need of attention.
 - Mr. Frazier asked if there was a priority list for repairs.
 - Mr. Brodersen responded negatively, stating replacements were prioritized while repairs were performed by street.
- B. Update on Legality of Boat Lift Adjacent to the Boat Lock
- Mr. John Smith, Plans Examiner, advised although a permit for the elevator lift located at 3717 Candia Drive was submitted by Charlotte County Seawalls and approved in 2008, an inspection was never performed and the permit was never closed. He stated he had performed a field inspection of the property, determining the lift was neither in compliance nor to specifications of the 2008 approved plans. He said after meeting with the contractor on site, he was assured the lift would be brought into compliance, offering to advise the Committee of the final inspection when completed.

STAFF COMMENTS

- Ms. Tracy Quintana, Executive Assistant, handed out applications for the upcoming Citizens Academy, explaining the program offered citizens and business owners within City limits an opportunity to participate in six sessions designed to educate the public as to daily operations of the City and its various departments. She added there was room for thirty applicants in each of the two sessions, requesting the Committee’s assistance in informing residents of BSI, as they were a voice of the community.
- Mr. Brewster questioned the intent of the Academy.
- Ms. Quintana replied it was established to better inform citizens of each department’s responsibilities and to encourage community involvement. She advised the first session would begin January 10 2012 and include the City Manager, City Councilmembers, City

Clerk, Legal, Information Technology and Finance Departments. She added tours of Public Works, Police, Fire Station #1 and Utilities would be included.

- Mr. Dennis Murphy, Growth Management Director, added the program would better identify whom to contact for various issues such as overgrown vacant lots or utility problems.
- Mr. Brodersen stated several residents had requested canal maintenance work be delayed on their property while they were out of town for the holidays. He requested the Committee advise homeowners it was not necessary to be available during work, adding rescheduling was costly and not time efficient.
- Mr. Brewster recommended an e-mail regarding same be sent to boat club members and the BSI Homeowner's Association.
- Mr. Frazier asked how staff responded to requests for delays.
- Mr. Brodersen replied staff had agreed with all to date; however, as too many requests were made, rescheduling and moving locations were making it impossible to keep scheduled work on track.
- Mr. Brewster offered to compose and send an e-mail as previously recommended.

ADJOURNMENT

- Meeting Adjourned: 2:09 p.m.

Gary Brewster, Chairman

Perri Turner, Recording Secretary