

**CITY OF PUNTA GORDA, FLORIDA
BURNT STORE ISLES CANAL ADVISORY COMMITTEE MEETING MINUTES
APRIL 12, 2022, 1:30 P.M.**

MEMBERS PRESENT: Harrigan, Acting Chair
Milne, Perkins, Petroff

MEMBERS ABSENT: Daugherty

OTHERS PRESENT: Rick Keeney, Public Works Director; Cathy Miller, Public Works Supervisor; Gary Disher, Mapping, Permitting and Compliance Manager; Kristin Simeone, Finance Director

CALL TO ORDER

Mr. Harrigan called the meeting to order at 1:30 p.m., followed by the Pledge of Allegiance.

PUBLIC COMMENTS

None.

1) APPROVAL OF MINUTES

1.a Approval of minutes from March 8, 2022, Burnt Store Isles CAC Meeting

Exhibits:

Cover Page

03-08-2022 Minutes

Mr. Milne **MOVED** to approve the March 8, 2022, minutes, **SECONDED** by Mr. Petroff.

MOTION UNANIMOUSLY CARRIED.

2) REPORTS

2.a Finance Report March 2022

Exhibits:

Cover Page

BSI YTD Expenditure Report 04-05-2022

BSI YTD Revenue Reports 04-05-2022

Ms. Cathy Miller, Canal Maintenance Supervisor, verified there were no questions regarding the finance reports.

2.b Budget Utilization Report March 2022

Exhibits:

Cover Page

BSI UTILIZATION APR

Ms. Miller reported mangrove trimming would commence in May 2022 and inlet dredging would commence in June 2022.

2.c [Seawall Replacement Status Report March 2022](#)

Exhibits:

[Cover Page](#)

[BSI SEAWALL STATUS APR](#)

Ms. Miller stated seawall replacements were moving forward slowly due to supply issues with concrete and sod.

2.d [Permits Authorized by City Staff March 2022](#)

Exhibits:

[Cover Page](#)

[BSI Canal Maintenance Report Mar 2022](#)

Ms. Miller announced 9 permits were authorized by staff for the Burnt Store Isles (BSI) Canal Maintenance District (District).

2.e [Burnt Store Isles Capital Improvement Status Report March 2022.](#)

Exhibits:

[Cover Page](#)

[BSI Capital Improvement Status 202204](#)

Mr. Gary Disher, Mapping, Permitting and Compliance Manager, stated no changes had occurred to the Capital Improvements Program, verifying there were no questions regarding same.

2.f [Master Permit Agreement Status Report March 2022](#)

Exhibits:

[Cover Page](#)

[MasterPermitStatus202204](#)

Mr. Disher reported staff was still working to obtain the required permitting. Mr. Harrigan questioned whether the Federal Emergency Management Agency (FEMA) would be funding a portion of the rip-rap permit. Mr. Disher replied affirmatively. Ms. Kristin Simeone, Finance Director, clarified 90% would be funded from FEMA, 5% from the State and 5% from the District fund.

2.g [Presentation & Discussion of FY 2022 Operating Budget/CIP FY2022-2027](#)

Exhibits:

[Cover Page](#)

[BSI Canal Maintenance District FY 2022 Budget Workshop](#)

[BSI Canal Maintenance District Proforma FY 2020-2027](#)

[BSI Line Item Expenditure Budget 04-07-2022](#)

[BSI Special Projects FY 2023-2027](#)

Ms. Simeone reviewed the Fiscal Year (FY) 2022 Budget Workshop presentation for the BSI District, beginning with the history of assessments and an overview of the proposed Single-Family Residential assessment (slides 2-3). She next provided an in depth review of the proforma assumptions for base revenues and expenditures, then summarized the 5 Year Special Project Program (slides 4-7).

Mr. Perkins questioned if the amounts listed for Land Acquisition for Staging accounted for projected or current costs, noting property values had been increasing significantly.

Mr. Disher responded staff would need to verify same.

Ms. Simeone then reviewed pending items not included in the proforma assessment expenditures (slide 8).

Mr. Harrigan inquired whether staff had considered putting production of seawalls out to bid.

Ms. Simeone replied in the negative, noting staff preferred to monitor the quality of the seawall panels that were produced.

Ms. Miller provided a summary of the City's process for manufacturing and storing seawall panels in accordance with demand, noting an addition to staff was being considered in order to increase production.

Ms. Simeone briefly reviewed the proforma assumptions for separately designated reserves as well as the base proforma for FY 2022-2027 (slides 9-10). She then drew members' attention to the items listed under the BSI District Fund discussion (slides 11-13).

Mr. Harrigan expressed preference to discuss the condition of the seawalls, inquiring as to the rating system for same.

Ms. Miller responded with an explanation of the City's process for rating seawalls, noting any seawalls that contained waterline cracking were rated higher due to the increase for potential failures.

Discussion ensued regarding staff's process for evaluating the data from seawall assessments as well as potential methods for improving public outreach pertaining to the condition of the seawalls.

Ms. Miller announced a workshop for the BSI District was scheduled for May 2, 2022 to obtain additional public input. She requested members inform constituents the Seawall Materials and Methods Feasibility Study was available on the City's website.

Mr. Milne opined residents were asking about the estimated timeframe of proposed projects since they were likely unaware of the seawall conditions.

A lengthy discussion continued regarding the rationale for proposed projects including widening the locks as well as the availability of staging lots.

Mr. Perkins opined the current assessment methodology was unethical.

Mr. Harrigan indicated same had already been litigated and settled a few years previously, adding communications with the public should reflect positively on what the Committee was attempting to accomplish. He then questioned whether members agreed with recommending a \$200 rate increase.

Mr. Milne suggested \$140, expressing concern regarding pushback from residents if the rate was increased too much.

Mr. Harrigan recalled City Council had rejected the \$150 rate increase the Committee had previously recommended.

Mr. Milne opined rates should be increased slowly over time to prevent sticker shock.

Discussion ensued regarding rate increases to achieve the District's objectives as well as potential methods to inform residents of same.

Ms. Miller indicated the goal of the May 2, 2022, workshop was to educate the public. She stated the Committee would provide a recommendation for the budget at their May 10, 2022, meeting.

Mr. Harrigan suggested the Committee move forward with recommending a \$200 rate increase and then listening to public feedback regarding same.

Ms. Simeone verified members approved of staff presenting the Committee's recommendation at the workshop, adding residents could attend the May 10, 2022, meeting to provide additional feedback if they were unable to attend the workshop.

Ms. Miller stated the meeting date would be advertised in the newspaper, reiterating members should conduct public outreach as well.

Mr. Harrigan questioned whether notices were sent to property owners within the District.

Ms. Miller responded in the negative, noting same came at a cost; however, staff would do so if members desired.

Mr. Disher added Councilmembers were asked to include information about the workshop in their newsletters.

A brief discussion ensued regarding further methods for advertising the workshop as well as additional content that should be included in the presentation to the public, with Mr. Harrigan suggesting the content remain factual and short.

Mr. Perkins recommended homeowners be provided with a link on the website where they could obtain further information. He then questioned whether a response was received from the City Attorney relating to the bylaws and the eligibility of Committee members.

Mr. Rick Keeney, Public Works Director, responded City Attorney David Levin indicated he was satisfied with the current language regarding same.

3) QUASI-JUDICIAL PUBLIC HEARINGS

No items.

STAFF COMMENTS

[Burnt Store Isles Canal Advisory Committee Revised Meeting Dates for 2022-2023](#)

Exhibits:

[Cover Page](#)

[BSI CAC MEETING DATES 2022 2023 REVISED](#)

Recording Secretary Pues announced meetings would be held at the Military Heritage Museum (Museum) following the July 12, 2022, meeting, noting same should not affect the Committee's regular meeting dates. She indicated the 2023 meeting dates were included in the agenda material for members to review and approve so that those dates could be provided to the Museum, concluding the only changes that could be made to the dates following approval were cancellations.

Mr. Perkins **MOVED** to adopt the 2023 meeting dates, **SECONDED** by Mr. Milne. **MOTION UNANIMOUSLY CARRIED.**

[Burnt Store Isles Canal Maintenance Assessment Fees Public Meeting](#)

Exhibits:

[Cover Page](#)

Ms. Miller indicated a summary about the workshop would be provided to members to include in any advertisement they might do.

Mr. Keeney announced he was retiring at the end of this month after 42 years of service with the City.

MEMBER COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 2:53 p.m.

Chair

Recording Secretary