

**BURNT STORE ISLES
CANAL ADVISORY COMMITTEE
MEETING
FEBRUARY 13, 2018**

MEMBERS PRESENT: Bill Hughes, Chairman
John Forr, Sean Harrigan,
Mike McIntosh, Jack Pryor

OTHERS PRESENT: Deputy City Clerk Mary Kelly
Cathy Miller, Canal Maintenance Supervisor
Sharon Knippenberg, Controller
Gary Disher, Public Works Analyst
Rick Keeney, Public Works Director

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
 - 1. Election of Officers - Chairman & Vice Chairman
 - Deputy City Clerk Kelly opened the floor for nominations for Chairman.
 - Mr. Harrigan NOMINATED Mr. Hughes for Chairman.
 - As there were no other nominations, Mr. Hughes was appointed Chairman by acclamation.
 - Deputy City Clerk Kelly then opened the floor for nominations for Vice Chairman.
 - Mr. Harrigan NOMINATED Mr. McIntosh for Vice Chairman.
 - As there were no other nominations, Mr. McIntosh was appointed Vice Chairman by acclamation.
- B. Next Scheduled Meeting
 - 1. March 13, 2018

APPROVAL OF MINUTES

- A. Meeting of January 9, 2018
 - Mr. Hughes noted he had thanked former Recording Secretary Mary Kelly for her services and welcomed Ms. Sara Welch, Recording Secretary, to the City, requesting same be delineated in the minutes.
 - Mr. McIntosh MOVED, Mr. Harrigan SECONDED approval of the January 9, 2018 minutes as amended. MOTION CARRIED UNANIMOUSLY.

REPORTS

- A. Patrol Update - January 2018
 - Mr. Hughes reviewed the January 2018 Marine Volunteers in Policing Report, as delineated in the agenda material, noting 1 patrol was conducted in January 2018.

B. Finance Reports - January 2018

- Ms. Cathy Miller, Canal Maintenance Supervisor, drew members' attention to the January 2018 financials, as delineated in the agenda material, stating no funds had been expended.
- Mr. Hughes observed reserves of \$90,000 from Fiscal Year (FY) 2016/2017. He pointed out a billing discrepancy mentioned at the January 2018 meeting still appeared to be outstanding.
- Ms. Sharon Knippenberg, Controller, confirmed same had been resolved and would be reflected in the following month's reports.

C. Finance - Long Range Financial Plan (LRFP) FY 2018/FY 2022

- Ms. Knippenberg drew members' attention to the LRFP, as delineated in the agenda material, reviewing the 5 Year Proforma for the Burnt Store Isles (BSI) Canal Maintenance Assessment District (CMAD). She stated Hurricane Irma-related seawall repairs would be prioritized over the original list of seawall replacements with the exception of those deemed critical. She announced the dredging project was completed under budget, opining the \$95 assessment could be decreased; however, staff recommended utilizing those funds for the City's portion of storm related seawall repairs, estimated at \$1.1 million to \$1.5 million. She explained costs would be averaged by blending the various linear foot rates; therefore, both CMADs would pay the same rate. She reported staff estimated an increase of \$26 to \$40 annually in BSI, which could be minimized through savings from the dredging project.
- Lengthy discussion ensued with regard to members' concerns relative to a blended rate.
- Ms. Knippenberg assured the Committee staff had the community's best interests in mind, explaining a blended rate would buffer costs.
- Mr. Forr asked if the proposed \$26 to \$40 increase would cover both seawall costs as well as widening of the inlet.
- Ms. Knippenberg replied the Reserve Seawall Replacement End line item was intended for costs associated with the widening project in FY 2020.
- Mr. Forr contended municipalities which deferred maintenance and then applied to FEMA for aid were routinely denied.
- Ms. Knippenberg confirmed staff was working closely with FEMA, which was very impressed with the City's progress.

Note: Mr. Hughes left the meeting at 2:09 p.m.

Note: Mr. Hughes returned to the meeting at 2:10 p.m.

- Mr. McIntosh confirmed \$90,000 was available in the Reserve Seawall Replacement-Beginning line item.
 - Ms. Knippenberg added \$101,591 was also available in Operating Reserves-Beginning.
 - Mr. McIntosh proposed applying \$90,000 toward the City's portion of costs associated with storm related repairs.
 - Ms. Knippenberg explained the Reserve Seawall Replacement line items had been established to cover a significant increase in costs associated with the loss of staging sites, advising prudence with regard to management of reserves in order to mitigate unforeseen failures.
 - Mr. Forr asked if the inlet widening project would address the tight corners at Di Leuca Street and Candia Drive.
 - Mr. Disher replied he believed the project included widening the curves; however, the scope of services had not yet been written. He explained the previous agreement with Marine Contracting Group had been cancelled due to FEMA's requirement for federalized contracts; therefore, the City currently had no standard seawall replacement contractor. He confirmed a scope of work would be written to investigate seawall alternatives.
- C. Budget Utilization Report - January 2018
- Ms. Miller advised reports would be provided at the Committee's next meeting.
- D. Seawall and Cap Replacement Status Reports – January 2018
- Ms. Miller advised reports would be provided at the Committee's next meeting.
- E. Permits Authorized by City Staff – January 2018
- Ms. Miller advised would be provided at the Committee's next meeting.

NEW BUSINESS

- Mr. Hughes requested an update on mangrove trimming.
- Ms. Miller replied the City's arborist advised topping off the mangroves would prove fatal, noting mangroves were a protected species.
- Mr. Harrigan recalled a suggestion made by a citizen relative to lawful mangrove trimming.
- Ms. Miller replied same was referred to as "windowing", adding the current State permit precluded same.

UNFINISHED BUSINESS

- A. Hurricane IRMA Seawall Failure Updates
- Mr. Disher announced the bids for BSI seawall repairs were opened on February 21, 2018. He reported his analysis found 2,100 feet of the failed seawalls dated back to original construction.

- Mr. Pryor questioned the amount of original seawall remaining.
- Mr. Disher expressed uncertainty regarding same.
- Mr. Hughes confirmed work was anticipated to begin in one to two months.
- B. Rick Keeney - Email Comments
 - Mr. Rick Keeney, Public Works Director, reviewed the steps needed to amend City Code as same related to the canal permitting process.
 - Mr. McIntosh proposed requiring the Committee's review of all permits which would result in a canal width of less than 50 feet but more than 40 feet.
 - Mr. Forr opined permits should be reviewed by an engineer or other qualified individual before presentation to the Committee as he did not feel qualified to provide a technical review. He opined existing docks would be grandfathered in the event the Code was amended.
 - Discussion ensued with regard to the definition of "navigable waterway".
 - Mr. Keeney clarified the Building Division considered the impact of docks during the permitting process. He stated the Committee could choose to review the canals for points which would become restricted upon construction of a dock.
 - Mr. Pryor suggested allowing the current permitting process to remain but recommended reviewing particular sections of the canal system where navigation would be inhibited by such construction. He then confirmed future canal repairs would not involve adding a vinyl structure in front of existing seawalls.
 - Mr. Hughes requested staff prepare maps which could be used to find potential choke points in the canal system.

ADJOURNMENT

- Meeting Adjourned: 3:06 p.m.

Bill Hughes, Chairman

Sara Welch, Recording Secretary