

**PUNTA GORDA ISLES
CANAL ADVISORY COMMITTEE
MEETING
MAY 21, 2018**

MEMBERS PRESENT: David McBride, Chairman
Fredric Cort, Jake Dye, Fred Hannon,
Robert Knabe, Paul Raffa, Colleen Wright

OTHERS PRESENT: Cathy Miller, Canal Maintenance Supervisor
Gary Disher, Mapping, Permitting, and Compliance Manager
Sharon Knippenberg, Controller
Irene Ploskina, Community Outreach Coordinator
Lynn Fernholz

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. Next Scheduled Meeting – June 18, 2018

APPROVAL OF MINUTES

- A. Approval of Minutes – April 16, 2018
 - Mr. Cort MOVED, Mr. Knabe SECONDED approval of the April 16, 2018 minutes. MOTION CARRIED UNANIMOUSLY.

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

REPORTS

- A. Patrol Updates – April 2018
 - Mr. McBride reviewed the April 2018 Marine Volunteers in Policing Report, as delineated in the agenda, announcing 349 nautical miles were patrolled. He noted the collection of three truck tires near Fishermen’s Village and the rescue of a flats boat operator. He explained daily patrols were being conducted near Medici Court’s damaged seawalls due to numerous reports of speeding boats.
- B. Finance Reports – April 2018
 - Ms. Cathy Miller, Canal Maintenance Supervisor, reviewed the April 2018 finance reports, offering to answer questions.
 - Mr. McBride inquired as to revenue items unrelated to the Federal Emergency Management Agency (FEMA) which were not reflected in the Percent Received column, observing nothing was reflected under Percent Received for Project Carryover–Beginning or Prior Year Encumbrances.

- Ms. Sharon Knippenberg, Controller, explained the Private Loan would not be noted as received until its book entry was formalized, adding the beginning and ending carryovers were not part of the actual budget; however, State law required they be depicted in the City's financials.
 - Mr. McBride inquired if the latter two items would ever be reflected in year-to-date entries.
 - Ms. Knippenberg replied in the negative.
 - Ms. Wright confirmed the prior year encumbrances would be used as revenue.
 - Mr. Cort inquired as to the prior year encumbrance.
 - Ms. Knippenberg responded the line item Prior Year Encumbrance indicated reserve funds allocated for purchase orders which were carried over from the prior year fiscal year.
 - Discussion ensued with regard to accounting standards and the Finance Department's documentation practices.
- C. Budget Utilization Report – April 2018
- Ms. Miller drew attention to the April 2018 Budget Utilization Report (BUR), explaining the Hurricane Irma Damage line item represented the entirety of the City's Hurricane Irma-related repair costs, offering to provide information which only pertained to seawall replacement.
 - Mr. McBride requested the report focus on the Punta Gorda Isles' (PGI) repair expenses.
 - Mr. Cort questioned if the contractors' monthly payments were leveled.
 - Ms. Miller replied in the negative, indicating she would not include expenses related to the manufacture of seawall panels or costs for repairs in Burnt Store Isles (BSI) or the Harborwalk in the BUR.
 - Mr. McBride requested the changes be reflected in the next BUR.
- D. Seawall Replacement Status Reports – April 2018
- Ms. Miller announced 4,773 lineal feet of repairs were completed, 5,135 lineal feet were under construction and approximately 48,000 lineal feet awaited repair.
 - Mr. McBride opined summarized data within the report would be helpful.
 - Ms. Miller offered to create a summary report for each zone.
 - Mr. McBride observed work among the zones did not appear to be progressing at an even pace.
 - Ms. Miller stated the seawall replacement status reports were now available on the City's website, thus it would no longer be included in the agenda. She then displayed a spreadsheet regarding production levels, as delineated in the agenda material, announcing contractors who were behind schedule had been put on notice.

- Mr. Cort confirmed Shoreline was behind schedule. He inquired if the level of work for Duncan and Marine Contracting Group (MCG) was satisfactory.
 - Ms. Miller responded MCG was behind schedule in the Northeast zone; however, they had plans to increase production there.
 - Mr. Cort questioned when Shoreline’s and Duncan’s high-priority lots would be under construction.
 - Ms. Miller explained scheduling repairs was the contractor’s responsibility, noting their contracts required high-priority lots be completed first. She reported “socks” were being utilized to protect high-priority lots until repairs commenced.
 - Mr. Cort suggested Ms. Irene Ploskina, Community Outreach Coordinator, communicate with high-priority lot owners.
 - Ms. Miller replied staff had contacted those property owners as they applied sock materials.
 - Mr. Raffa questioned if another contractor could be hired.
 - Ms. Miller replied in the negative.
 - Mr. Hannon requested contractors revise their schedules to address high-priority lots more quickly.
 - Ms. Miller responded the contractors would submit revised schedules later in the week.
 - Mr. Dye inquired as to any difficulties with mobilization of resources to the areas under repair.
 - Ms. Miller confirmed there had been unexpected difficulties, but staff was working to resolve them.
 - Mr. Dye questioned if recent rains had caused any urgent issues.
 - Ms. Miller replied in the negative. She noted staff was addressing erosion issues as they were reported. She announced a recent seawall failure unrelated to Hurricane Irma on Wesley Drive would be repaired subsequent to the Hurricane Irma-related repairs, explaining the failure had been cordoned off and the Condominium Association was advised of methods to prevent further damage.
 - Mr. Cort requested production level information be provided each month.
- E. Permits Authorized by City Staff – April 2018
- Ms. Miller announced staff had authorized 36 permits.

UNFINISHED BUSINESS

- A. Hurricane IRMA Seawall Failure Updates
- Ms. Miller recalled previous discussion of small gaps between damaged seawall segments. She displayed a spreadsheet which delineated the gaps, citing an example of a twenty four foot gap, questioning whether funds should be expended to fill the gap

since FEMA would not fund same. She explained the spreadsheet was for information only, adding the Committee would decide how gap repairs should be addressed at their June 2018 meeting. She displayed additional examples of gaps of varying size.

- Mr. McBride confirmed the per foot replacement cost listed was greater than previous seawall repair costs. He then inquired how the replacement gaps would be funded, adding if the base assessment would be increased to provide the funding, that could affect the committee's decision.
- Mr. Disher responded staff was preparing options for funding to be presented at a later date.
- Mr. McBride stressed the Committee needed sufficient data to make a decision, including the age or condition of the seawall.
- Mr. Dye opined gap repairs would negatively impact the timing of Hurricane Irma-related seawall repairs.
- Mr. Disher agreed, clarifying staff was most concerned with small replacement gaps, especially in the case of original walls.
- Ms. Knippenberg summarized the Committee was in favor of repairing replacement gaps of up to 40 feet.
- Mr. Disher stated he would further analyze the replacement gaps less than forty feet in order to determine which did not require replacement.
- Mr. McBride stated staff could analyze whether to replace "small" gaps less than forty feet; however, for gaps greater than 40 feet it was necessary to further evaluate whether the gap consisted of original wall.
- Mr. Raffa inquired as to progress with FEMA.
- Ms. Knippenberg announced the City's claim was under review and staff was working with them. She then stated she had sufficient information to develop some options, including how the gap replacements would fit within the existing amount of maintenance completed each year. She pointed out the Committee's recommendation would be presented to City Council at their June 20, 2018 meeting.
- Mr. Cort questioned how the high-priority repair schedule could be accelerated, adding same related to the gap discussion.
- Ms. Miller indicated staff discussed the potential repair of the replacement gaps with the contractors, adding they did not have an answer; however, she agreed if gaps were replaced at the time of the high priority lot repair, it would affect the schedule, especially in the north zones.
- Mr. Disher proposed placing a cold joint at the end of the high-priority seawall repairs and then completing replacement gaps concurrent with medium- and low-priority lot

repairs. He opined by scheduling the replacement gaps carefully, high-priority lots would not be adversely impacted.

- Ms. Wright questioned if any engineering studies examined how large a gap could remain without negatively impacting the new seawall.
- Mr. Disher responded deadmen anchoring the seawall panels to land were installed every 12 feet; therefore, staff preferred to replace lengths of at least 36 feet in order to ensure each segment was connected to 3 deadmen.
- Mr. McBride suggested the replacement gaps be cross-referenced against the seawall condition ratings.
- Mr. Disher replied he planned to do so.
- Mr. Cort requested addresses for the properties be included.

B. Chapter 6 of City Code – Update

- Ms. Miller announced City Code Chapter 6 was being rewritten in its entirety, taking the Canal Advisory Committees' comments into consideration. She explained the draft of Chapter 6 would be reviewed by the Committee at the July 12, 2018, meeting.
- Mr. McBride requested the draft be provided well in advance of the meeting in order to give the revisions proper consideration.
- Ms. Miller agreed.
- Mr. McBride requested marine contractors be invited to provide input.
- Mr. Cort questioned if the draft would be a "black line" version.
- Ms. Miller responded in the affirmative.
- Mr. Disher noted the revisions would be discussed at multiple Committee meetings.

STAFF COMMENTS

- Ms. Ploskina announced the creation of a Frequently Asked Questions (FAQ) document regarding seawall repairs as well as the intention to create an FAQ video. She displayed photographs of the seawall panel construction process, opining the public understood the process.

CITIZENS' COMMENTS

- Ms. Lynn Fernholz, 801 Via Tunis, expressed satisfaction with staff's assistance in placing an erosion sock at her property.

ADJOURNMENT

- Meeting Adjourned: 2:35 p.m.

David McBride, Chairman

Sara Welch, Recording Secretary