

MINUTES OF THE QUARTERLY BOARD MEETING OF THE GASPARILLA ISLAND
BRIDGE AUTHORITY
November 19, 2019

A Quarterly Board Meeting of the Gasparilla Island Board of Supervisors was called to order at 1:00 pm on November 19, 2019. The meeting was held in the Woman's Club Room at the Boca Grande Community Center. Voting Board Members present were Gay Darsie, Bill Klettke, Drew Tucker, and Ginger Watkins. Advisory Members present were Randy Hicks, Jean Hoysradt and Peter Strong. Jay Feinberg was absent. Also present were Executive Director Kathy Banson-Verrico and GIBA attorney Rob Berntsson from the *Big W Law Firm*.

Public Comments/Questions on Agenda Items: No Comments

Minutes Approval:

The first order of business was the approval of the minutes from previous meetings. **On motion by Darsie and seconded by Klettke the minutes from the Quarterly Board Meeting on August 20, 2019 were unanimously approved.**

Executive Director Report:

Traffic and Revenue

Traffic and revenue figures for fiscal year 2019 were reviewed. The overall traffic count of 1,017,304 is an increase of 4% compared to last year. Overall revenue of \$5,175,668 was up slightly compared to last year.

Bridge Openings

Bridge openings were down 2% for the fiscal year.

Toll Collection System

More than 14,000 cards/stickers have been exchanged. There are less than 200 accounts left to exchange. The self-scan lane has been successfully utilized since September 2019 with more than 1,000 cars a day.

Engineering Committee:

The Engineering Committee report included a discussion on the annual DOT bridge inspections. The inspections were completed in October and the final report should be complete by the end of December. The inspectors did not note any areas of significant concern.

The Swing Bridge will require painting touch up work. Staff will work over the next months to prepare a request for quote to find a contractor to complete the work.

The temporary jack design is complete, and the drawings have been sent out to machine shops for a quote to fabricate the jack stands. Once the stands are fabricated, staff will procure the hydraulic jack.

Governance Committee:

The Governance Committee report included a discussion of the annual discretionary GIBA defined contribution plan for eligible employees. There are currently 12 eligible employees. **On motion by Darsie and seconded by Klettke the Board unanimously approved the Valic contribution at 8% for eligible employees.**

Finance/Audit Committee:

The Finance/Audit Committee report included a review of the FY19 quarter financial statements. The cash position remains strong. Revenue is up 1% compared to budget and expenses were down 5%. The

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overall net position increased by \$1.9 million for FY19. The FY19 audit fieldwork was completed in October and the audited financial statements will be presented at the February 2020 Board Meeting. As part of the annual audit, the disposed assets require approval. The asset disposal listing was reviewed and **on motion by Tucker and seconded by Klettke the disposed asset listing was approved.**

Legal: None

Old Business:

The toll collection system upgrade is nearing completion. The final phase will include the customer service module and the creation of a new GIBA interactive website. To date, GIBA staff has exchanged more than 14,000 cards and stickers. In 2018, The Board approved an ETransit contract for a not to exceed amount of \$800K. To date, including upgrades, the total is \$794K.

Other expenses related to the project were discussed. The bridge pass manufacturer is in Hong Kong creating significant delays with the first batch of cards/stickers ordered, therefore an additional batch of passes was ordered over the summer for a cost of \$32K. It is anticipated that the second batch of passes will last a few years. Miscellaneous expenses for the project totaled \$8.5K.

An update to the GIBA Board April 2019 decision to add a five-foot sidewalk on the west side of the roadway from Gulf Shores Drive to the current GICIA cart path was discussed. A third-party surveyor, DMK and Associates, was hired to survey and create an updated legal description required by the Charlotte County Board of Commissioners for the proposed transfer of right of way. The survey work should be completed by the end of the year and forwarded to Charlotte County.

New Business:

Gail Wendt, Director of Real Estate Development from 1 Source Wireless, LLC and representatives from Verizon requested the GIBA Board consider allowing a cellular tower to be placed along the causeway. After the presentation and discussion, the individual Board Members will prepare questions/concerns for discussion at the next Quarterly Board Meeting.


Public Comments/Questions on Non-Agenda Items: No Comments

Board Member Comments:

Chairman Watkins asked the Board Members if they were receiving from staff required information within a reasonable time frame to prepare for Board Meetings. No deficiencies were noted.

The Quarterly Board Meeting for February 12, 2020 was changed to February 4, 2020 at 10am.

There being no further business, the meeting was adjourned.


Ginger Watkins, GIBA Board Chairman