

MINUTES OF THE QUARTERLY BOARD MEETING OF THE GASPARILLA ISLAND
BRIDGE AUTHORITY
November 10, 2020

A Quarterly Board Meeting of the Gasparilla Island Board of Supervisors was called to order at 1:00 pm on November 10, 2020. The meeting was held in the GIBA administration building. Voting Board Members present were Jean Hoysradt, Jay Feinberg, Bill Klettke, Drew Tucker, and Ginger Watkins. Advisory Members present were Ronald Drake, Randy Hicks, and Ken Richardson. Also present was Executive Director Kathy Banson-Verrico and GIBA attorney Rob Berntsson.

Swearing In

Re-elected Members Drew Tucker and Ginger Watkins, and newly elected Member Jean Hoysradt were sworn into office by GIBA attorney Rob Berntsson

Advisory Seat Appointments

On motion by Hoysradt and seconded by Tucker, Randy Hicks was reappointed to advisory seat #6 and Ronald Drake was reappointed to advisory seat #8.

Chairman's Report

Chairman Watkins briefed the Board on the recent closure by Lee County of the barge launch at 19th St. on Boca Grande. GIBA staff was informed by Lee County that they are currently looking for a new launch location. In the event of an emergency bridge closure, Lee County assured GIBA that the access to the site would be available for any required needs.

Chairman Watkins informed the Board that Peter Strong had officially resigned as the Chairman of the Engineering Committee and as a community volunteer. Watkins thanked Peter for his years dedicated years of service to GIBA and announced that Randy Hicks had assumed the role of Engineering Committee Chairman.

Minutes Approval:

The next order of business was the approval of the minutes from the August 18, 2020 meeting. **On motion by Feinberg and seconded by Tucker the minutes from the Quarterly Board Meeting on August 18, 2020 were unanimously approved.**

Old Business:

The southern roadway sidewalk project is moving along and is expected to be complete by the end of the year. Recent storms have created delays and staff anticipates a time only change order to be submitted for approximately 5 days. The project remains on budget.

Executive Director Report:

Traffic and Revenue

Traffic and revenue figures for fiscal year 2020 were reviewed. The closings of the beach and businesses by State of Florida and Lee County mandate for the months of April and May resulted in an overall decrease in revenue of 5% with a corresponding decrease in traffic of 2%.

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Toll System

The toll system upgrade project was completed with the launch of the new interactive GIBA toll pass account website. To date, more than one thousand toll pass account holders have successfully engaged interactively with their web accounts.

Engineering Committee:

Engineering Chairman Hicks gave the Board a summary of his observations while present for the test of the temporary jack system. Details of the test were discussed during the GIBA Board Informational meeting.

Finance/Audit Committee:

Finance/Audit Committee Chairman Tucker reviewed the FY20 financial statements. Revenue was down 5% compared to budget and expenses were down 7%. The overall net position increased by \$1.7 million. GIBA's cash position remains strong. **On motion by Tucker and seconded by Feinberg the Board voted to approve for staff to initiate full payoff of the STI loan by the end of December.** The original maturity date of the loan was 2028.

The FY20 audit fieldwork was completed in October and the audited financial statements will be presented at the February 2021 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 Feinberg the disposed asset listing was approved.**

Governance Committee:

The Governance Committee report included a discussion of the annual discretionary GIBA defined contribution plan for eligible employees. There are currently 11 eligible employees. **On motion by Hoysradt and seconded by Feinberg the Board unanimously approved the Valic contribution at 8% for eligible employees.** Hoysradt suggested staff perform a comparable review of salaries and benefits to ensure GIBA remains relative and competitive.

The next order of business was discussion and approval of the revised GIBA Personnel Handbook and Drug Free Policy. Both documents were reviewed/edited by attorney Scott Atwood from Henderson Franklin. Changes recommended to the Drug Free policy were as follows:

The term Drug be defined as "Drugs and Alcohol" in the beginning of the manual.

The term "increased risk of incidents" be moved to the beginning of the purpose statement.

The Medical Resource Officer only be permitted 5 days to respond with an explanation of drug tests.

Define the employee/department who will receive correspondence from the Medical Resource Officer.

On motion by Tucker and seconded by Hoysradt the Board voted to approve the newly revised Drug Free Policy.

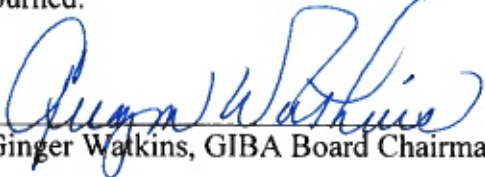
The GIBA Personnel Handbook revisions were discussed with no changes suggested. **On motion by Feinberg and seconded by Hoysradt the GIBA Personnel Handbook was adopted.**

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Drake suggested employees be required to sign their annual review.

Bill Klettke sold his home on Boca Grande and this will be his final meeting as a voting GIBA Member. and Vice Chairman of the Board of Supervisors . Watkins thanked him for his years of service to the Boca Grande Community and to GIBA. By statute in the Special Purposes Legislation, the vacancy for a voting seat will be filled by the office of the Governor. Attorney Berntsson provided contact information for the Governor's Office of Appointments.

There being no further business, the meeting was adjourned.


Ginger Watkins, GIBA Board Chairman