

**MINUTES  
WEST CHARLOTTE STORMWATER UTILITY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
THURSDAY, JANUARY 18, 2024**

**1:32 p.m. – 2:54 p.m.**

**Mac V. Horton West County Annex, Room 120  
6868 San Casa Drive, Englewood, Florida**

**Members Present:** Benjamin Sinclair, Chair  
Hank Killion, Vice Chair  
Mario Audia  
John House  
Geoffrey Norton

**Members Absent:** None

**County Staff:** Karlene McDonald, Operations Supervisor

**Guests:** None

**Call to Order / Roll Call:**

The meeting was called to order at 1:32 p.m. A roll call was taken, and a quorum was present.

**Changes to the Agenda / Motion to Approve Changes:**

None

**Election of Officers / Robert's Rules of Order / Sunshine Law:**

Mr. Killion motioned to keep the current officers, seconded by Mr. Norton and unanimously approved.

The Advisory Board viewed the Sunshine Law and Robert's Rules of Order presentation by County Attorney Janette Knowlton. Ms. McDonald reviewed public record retention guidelines, Charlotte County's Records Management contact information.

**Citizen Input on Agenda Items (3 Minute Limit):**

None

**Approval of Minutes:**

The December 13, 2023, minutes were unanimously approved as submitted.

**Unfinished Business:**

- a. Hurricane Ian Permanent Repairs - Fish Gates: Mr. Killion provided a history of the fish gates in Rotonda West and the reason for installation. He commented on the bid packet, lack of photos and the bid tabulation sheet. Ms. McDonald elaborated on Federal Emergency Management Agency (FEMA) requirements for projects, conversation ensued regarding bids received and cost versus benefit of restoration; Ms. McDonald confirmed at this time, the MSBU is not covering a portion of the restoration costs. Mr. Killion motioned for community supporting repairs through the MSBU, the motion was withdrawn.
- b. Canal Sediment Removal Program: There are no current updates as the project has been placed on hold until fiscal year (FY) 2026.

**New Business:**

- a. Financial Reports: The FY2023 annual report and quarter four activity maintenance report were reviewed. The Advisory Board continued conversation on the MSBU rates and inquired about a work order for the Sioux Waterway.

**Citizen Input on MSBU Items (3 Minute Limit):**

None

**Advisory Board Open Discussion:**

Mr. Sinclair noted drainage issues on Pindale Drive in front of the Wendy's and the possibility of the West Charlotte Stormwater MSBU funding a portion of the Darnell Avenue pipe lining. Mr. Audia inquired about drainage on Faust Avenue.

**Schedule Meetings / Items for Next Agenda:**

Future meetings are scheduled for 9:30 a.m. as follows:

- Wednesday, March 13, 2024, Centennial Park Recreation Center
- Wednesday, July 24, 2024, West County Annex Conference Room
- Wednesday, October 2, 2024, West County Annex Conference Room

The meeting adjourned at 2:54 p.m.

Submitted by Karlene McDonald  
Public Works Department



Chair Signature

3/13/24  
Date



## West Charlotte Stormwater Utility Municipal Service Benefit Unit Regular Meeting

**Advisory Board Attendance  
9:30 a.m., Thursday, January 18, 2024**

**Location: West County Annex  
6868 San Cesa Drive, Punta Gorda, FL 33950**

**INFORMATION SUPPLIED ON THIS FORM  
BECOMES PUBLIC RECORD**

## AGENDA

### WEST CHARLOTTE STORMWATER UTILITY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

#### ADVISORY BOARD REGULAR MEETING THURSDAY, JANUARY 18, 2024

1:30 p.m., Mac V. Horton, West County Annex, Room 120  
6868 San Casa Drive, Englewood, Florida

**BOARD MEMBERS:** Benjamin Sinclair, Chair  
Hank Killion, Vice Chair  
Mario Audia  
John House  
Geoffrey Norton

**COUNTY STAFF:** Karlene McDonald, Operations Supervisor

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda
3. Election of Officers / Robert's Rules of Order / Sunshine Law
4. Citizen Input on Agenda Items (3 Minute Limit)
5. Approval of Minutes: December 13, 2023
6. Unfinished Business
  - a. Hurricane Ian Permanent Repairs – Fish Gates
  - b. Canal Sediment Removal Program
7. New Business
  - a. Financial Reports
8. Citizen Input on MSBU Items (3 Minute Limit)
9. Advisory Board Open Discussion
10. Meeting Schedule / Items for Next Agenda
11. Motion to Adjourn