

**MINUTES
BUENA VISTA WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, FEBRUARY 19, 2026**

**10:34 a.m. – 12:12 p.m.
Punta Gorda Library
401 Shreve Street, Punta Gorda, Florida**

Members Present: Richard Russell, Chair
Charles Witzke, Vice-Chair
Donna Elliott
Frank Kudrna
Stephen Sousa

Members Absent: None

County Staff: Erica Hayes, Community Liaison
Matt Logan, Projects Manager

Guests: Sign In Sheet Attached

Call to Order / Roll Call:

The meeting was called to order at 10:34 a.m. A roll call was taken, and a quorum was established.

Changes to the Agenda / Motion to Approve Changes:

None

Citizen Input on Agenda Items (3 Minute Limit):

The board opened the floor for public comments relating to items on the agenda. Initial discussion began around conditions within the canal system and access through Sunrise Waterway.

Approval of the Minutes:

The December 10, 2025, minutes were unanimously approved as written.

Unfinished Business:

- a. Exterior Dredge Project, Sunrise: Board members and county staff discussed the recently completed dredging of Sunrise Waterway. Several key points were raised including that the dredging project was completed successfully and closely matched the engineering template. Residents voiced concerns that they have already observed sediment returning to the channel. Boat traffic and beaching activities may be contributing to sediment movement. Sand placement from dredging onto nearby beach areas is naturally redistributed by wind, tides, and storms. Several participants argued that much of the sediment originates from the county beach restoration project. Sand placed on the beach eventually migrates back into the channel. Stating that the MSBU should not be responsible for repeatedly dredging sand originating from county beach restoration. Suggestions included separating financial responsibility between County Parks and Recreation (responsible for beach restoration). The MSBU (responsible for navigation dredging). Mr. Kudrna moved that the advisory board begin developing a long-term recommendation plan regarding Sunrise Waterway dredging and shoreline

stabilization. The plan would include meeting with county departments (Public Works, Parks and Recreation, Community Services). Gathering technical input from engineering consultants. Preparing a recommendation to present to the Board of County Commissioners. The motion was seconded and passed unanimously.

- b. Sunrise Channel Changes: The county is working on a shoreline stabilization project designed to mitigate ongoing sediment migration. County representatives explained that the stabilization project may include creation of a sediment sink, structural shoreline improvements, potential oyster reef or breakwater installations, or possible channel modifications to improve long-term navigation. Board members discussed the role of Coastal Engineering, the consultant responsible for the shoreline stabilization study. Key issues were raised stating that the advisory board was not included in some earlier consultant discussions. A feasibility study request (point paper) has been submitted to determine if MSBU funds may be used for channel relocation studies. Members emphasized the importance of consulting with Coastal Engineering when developing long-term recommendations. Members emphasized the need for a long-term solution rather than repeated dredging cycles every few years.

New Business:

- Financial Reports: The FY26 Q1 Expenditure and Monthly Funding Reports were reviewed as well as the FY25 Annual Report.

Citizen Input on MSBU items (3 Minute Limit):

Residents raised concerns about sediment buildup at canal entrances. Difficulty navigating certain interior canals. Debris within waterways that could create navigation hazards. County staff advised residents to report hazards through the county service line or directly to the liaison so they can be added to tracking lists for removal.

Advisory Board Open Discussion:

- Board members discussed whether Sunrise Waterway dredging disproportionately benefits other nearby waterways and communities, including Countryman Waterway, and Spring Lake areas. Members expressed concern that the Buena Vista MSBU bears the financial burden for dredging even though other areas benefit from the navigational channel.
- Board members also discussed improving competitive bidding for dredging projects. Separating beach restoration projects from dredging contracts. Encouraging broader contractor participation in future bids.
- The board discussed preparing for potential dredging projects in future fiscal years. Key points discussed past surveys of canals that were completed to identify sediment buildup. Several canal entrances may require spot dredging. Funding decisions for dredging projects must be planned years in advance due to the county budgeting process. If a project is not proposed before budget deadlines, it may be delayed several fiscal years. Ms. Elliott moved that the next meeting agenda include discussion of potential dredging projects at canal entrances and navigation areas identified in recent surveys. The motion was seconded and passed unanimously. The board discussed holding a special meeting before the next scheduled quarterly meeting to review the most up to date canal surveys, identify potential dredging locations, develop budget

estimates, and determine whether to pursue dredging projects for the FY 2028–2029 budget cycle. County staff agreed to coordinate survey data and schedule the meeting.

Schedule Meetings / Items for Next Agenda:

Future meetings are tentatively scheduled as follows:

- Wednesday, May 27, 2026, 10:00 am. Charlotte Harbor Event Center
- Wednesday, September 16, 2026, 10:00am. Charlotte Harbor Event Center
- Wednesday, December 9, 2026, 10:30am. Punta Gorda Library

The meeting adjourned at 12:12 p.m.

Submitted by Erica Hayes
Public Works Department



Chair Signature

May 27, 2026
Date

**AGENDA
BUENA VISTA AREA WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, FEBRUARY 19, 2026**

**10:30 a.m., Punta Gorda Library
401 Shreve Street, Punta Gorda, Florida**

BOARD MEMBERS: Richard Russell, Chair
Chuck Witzke, Vice-Chair
Donna Elliott
Frank Kudrna
Stephen Sousa

COUNTY STAFF: Erica Hayes, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Pledge of Allegiance / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Approval of Minutes: December 10, 2025
5. Unfinished Business
 - a. Exterior Dredge Project: Sunrise
 - b. Sunrise Channel Changes
6. New Business
 - a. Financials
7. Citizen Input MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

Buena Vista Waterway MSBU

Fund Financial Report
Oct. 1, 2025 - Dec. 31, 2025

	Actual FY2025	Adopted Budget FY2026	YTD Actual FY2026	Encumbered FY2026	Balance FY2026
Beginning Balance	\$812,067	\$611,717	\$676,409		
Revenues					
Assessments & Earnings	124,766	96,417	67,419		
Grant & Subsidy Revenue	38,906	62,500	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$163,671	\$158,917	\$67,419		
Expenditures					
Contract Services	(3,745)	-	-	-	-
Survey	19,971	30,000	-	-	30,000
Navigational Trimming	-	-	-	-	-
Public Works Services	8,724	17,839	-	-	17,839
Internal Charges	887	1,295	-	-	1,295
Purchased Services	1,002	1,987	1,293	-	694
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Project Costs					
Buena Vista WW Maint Dredge	272,491	77,386	-	-	77,386
Total Expenditures	\$299,329	\$128,507	\$1,293	\$0	\$127,214
Reserves (Ending Fund Balance)	\$676,409	\$642,127	\$742,536		
Reserve %	69.3%	83.3%	99.8%		

*Per Legal: Edgewater North Waterway and Buena Vista Waterway split dredging costs proportionately.

Date Prepared: 1/8/2026

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

Buena Vista Area Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accompl	Total Cost
	128201	MSBU Administrative Work		11/24/2025	3.00	221.70	0.00	0.00	0.00		221.70
	128201	MSBU Administrative Work		10/01/2025	1.18	86.94	0.00	0.00	0.00		86.94
	128201	MSBU Administrative Work		10/02/2025	0.33	24.63	0.00	0.00	0.00		24.63
	128201	MSBU Administrative Work		10/06/2025	0.33	24.63	0.00	0.00	0.00		24.63
	128201	MSBU Administrative Work		10/07/2025	0.35	25.87	0.00	0.00	0.00		25.87
	128201	MSBU Administrative Work		10/08/2025	1.75	129.33	0.00	0.00	0.00		129.33
	128201	MSBU Administrative Work		10/09/2025	2.14	158.36	0.00	0.00	0.00		158.36
	128201	MSBU Administrative Work		10/13/2025	0.37	27.10	0.00	0.00	0.00		27.10
	128201	MSBU Administrative Work		10/20/2025	0.25	18.48	0.00	0.00	0.00		18.48
	128201	MSBU Administrative Work		10/21/2025	0.06	4.35	0.00	0.00	0.00		4.35
	128201	MSBU Administrative Work		10/27/2025	0.35	25.87	0.00	0.00	0.00		25.87
	128201	MSBU Administrative Work		10/28/2025	0.35	25.87	0.00	0.00	0.00		25.87
	128201	MSBU Administrative Work		10/30/2025	0.56	41.57	0.00	0.00	0.00		41.57
	128201	MSBU Administrative Work		11/03/2025	0.59	43.47	0.00	0.00	0.00		43.47
	128201	MSBU Administrative Work		11/04/2025	0.09	6.52	0.00	0.00	0.00		6.52
	128201	MSBU Administrative Work		11/05/2025	0.75	55.43	0.00	0.00	0.00		55.43
	128201	MSBU Administrative Work		11/06/2025	0.38	27.71	0.00	0.00	0.00		27.71
	128201	MSBU Administrative Work		11/10/2025	0.60	44.01	0.00	0.00	0.00		44.01
	128201	MSBU Administrative Work		11/12/2025	0.31	22.93	0.00	0.00	0.00		22.93
	128201	MSBU Administrative Work		11/13/2025	0.24	17.84	0.00	0.00	0.00		17.84
	128201	MSBU Administrative Work		11/17/2025	1.19	87.76	0.00	0.00	0.00		87.76
	128201	MSBU Administrative Work		11/18/2025	0.75	55.43	0.00	0.00	0.00		55.43
	128201	MSBU Administrative Work		11/24/2025	0.15	10.87	0.00	0.00	0.00		10.87

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

Buena Vista Area Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accompl	Total Cost	
	128201	MSBU Administrative Work		11/25/2025	0.58	43.11	0.00	0.00	0.00		43.11	
	128201	MSBU Administrative Work		12/02/2025	1.03	76.07	0.00	0.00	0.00		76.07	
	128201	MSBU Administrative Work		12/03/2025	0.50	36.95	0.00	0.00	0.00		36.95	
	128201	MSBU Administrative Work		12/09/2025	1.75	129.33	0.00	0.00	0.00		129.33	
	128201	MSBU Administrative Work		12/10/2025	2.00	147.80	0.00	0.00	0.00		147.80	
	128201	MSBU Administrative Work		12/11/2025	0.57	42.38	0.00	0.00	0.00		42.38	
	128201	MSBU Administrative Work		12/16/2025	0.50	36.95	0.00	0.00	0.00		36.95	
	128201	MSBU Administrative Work		12/17/2025	0.24	17.39	0.00	0.00	0.00		17.39	
	128201	MSBU Administrative Work		12/22/2025	1.00	73.90	0.00	0.00	0.00		73.90	
		Administrative Time Total				21.23	1,568.82	0.00	0.00	0.00	1,568.85	
	128201	MSBU Administrative Work		10/09/2025	2.25	166.28	0.00	0.00	0.00		166.28	
	128201	MSBU Administrative Work		12/17/2025	2.50	184.75	0.00	0.00	0.00		184.75	
		MSBU Minutes Total				4.75	351.03	0.00	0.00	0.00	351.03	
	128201	MSBU Administrative Work		10/08/2025	3.25	240.18	0.00	0.00	0.00		240.18	
	128201	MSBU Administrative Work		12/10/2025	3.00	221.70	0.00	0.00	0.00		221.70	
		MSBU Meeting Total				6.25	461.88	0.00	0.00	0.00	461.88	
	Work Order 128201 Total					35.23	2,603.42	0.00	0.00	0.00	0.00	2,603.46
	MSBU Administrative Work Total					35.23	2,603.42	0.00	0.00	0.00	0.00	2,603.46
	Buena Vista Area Waterway Unit Total					35.23	2,603.42	0.00	0.00	0.00	0.00	2,603.46

Buena Vista Waterway MSBU
Fund Financial Report - 5 Year Annual Report
Oct. 1, 2020 - Sept. 30, 2025

	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Adopted Budget FY2025	Amended Budget FY2025	Actual FY2025
Beginning Balance	\$ 540,195	\$ 549,799	\$ 614,248	\$ 719,324	\$ 780,591	\$ 780,591	\$ 812,067
Revenues							
Assessments & Earnings							
Assessments	96,017	95,853	95,900	95,910	99,350	-	96,054
Interest	3,182	4,883	24,692	16,213	2,733	-	13,136
Interest-L.G.S.F.T.F.	-	-	-	17,475	-	-	12,245
Net Inc/(Decr) Fair Market Value-Investments	(3,095)	(11,485)	4,808	9,604	-	-	2,680
Interest-Tax Coll	-	-	-	55	-	-	200
Misc Rev-Refund Prior Year Exp	-	-	-	-	-	-	-
Excess Fees /Tax Collector	578	527	520	418	-	-	450
Less 5% Reserve - FS 129.01(2)b	-	-	-	-	(5,105)	-	-
Grant & Subsidy Revenue							
Interfund Trf-Boater Revolving	-	-	-	-	22,500	40,000	38,906
Loans & Borrowing							
Debt Proceeds	-	-	-	-	-	-	-
Total Revenue	\$ 96,682	\$ 89,778	\$ 125,920	\$ 139,675	\$ 119,478	\$ 159,478	\$ 163,671
Expenditures							
Contract Services							
Other Contractual Svcs	-	-	-	-	-	-	-
Drainage	-	-	-	-	-	-	-
Contract Services; other							
Survey	59,710	-	-	-	20,000	-	19,971
Navigational Trimming	-	-	-	-	-	-	-
Public Works Services							
Equip Repl Charges-PubWrks	-	-	221	20	276	-	-
Operating Exp-PubWrks	13,365	5,135	4,885	14,275	5,106	-	8,724
Internal Charges							
Central/Indirect Svcs	601	1,308	1,373	1,235	887	-	887
Purchased Services							
Postage-MSBU Notices	-	-	-	-	-	-	-
Advertising-Legal	-	-	-	-	-	-	51
Collection Fee-Tax Collector	1,228	1,212	1,157	979	1,987	-	951
Materials and Supplies							
Capital Outlay							
Debt Services							
Principal	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Project Costs							
Buena Vista WW Maint Dredge							
Engineering	12,176	10,345	8,593	24,490	60,109	-	25,491
Dredging	-	-	-	58	330,706	-	224,132
Labor (not reported separate prior to FY23)	-	7,329	4,614	5,876	2,592	-	19,123
Total Expenditures	87,079	25,329	20,844	46,932	421,663	421,663	299,329
Reserves (Ending Fund Balance)	\$ 549,799	\$ 614,248	\$ 719,324	\$ 812,067	\$ 478,406	\$ 96,743	\$ 676,409
Reserve %	86.3%	96.0%	97.2%	94.5%	53.2%	10.3%	69.3%

Date Prepared: 1/28/2026



**Buena Vista Area Waterway
Municipal Service Benefit Unit**

Advisory Board Meeting Attendance
Thursday, February 19, 2026

Location: 401 Shreve Street, Punta Gorda, Florida
Punta Gorda Library

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

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