

**AGENDA
EDGEWATER NORTH WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, NOVEMBER 29, 2023**

**2:00 p.m., Port Charlotte Public Library
2280 Aaron Street, Punta Gorda, Florida**

BOARD MEMBERS: Stephanie King, Chair
Anthony Paolicelli, Vice Chair
Elizabeth Groth
Michael Ploskina

COUNTY STAFF: Erica LeMaster, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Approval of Minutes: April 26, 2023
5. Approval of Meeting Schedule: Fiscal Year 2024
6. Unfinished Business:
 - a. Update: Buena Vista Exterior Dredge Project
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

**MINUTES
EDGEWATER NORTH WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, NOVEMBER 29, 2023**

**2:09 p.m. – 3:14 p.m.
Port Charlotte Public Library
2280 Aaron Street, Port Charlotte, Florida**

Members Present: Stephanie King, Chair
Anthony Paolicelli, Vice Chair
Michael Ploskina
Elizabeth Groth
Members Absent: None
County Staff: Erica Lemaster, Community Liaison
Guests: None

Call to Order / Roll Call:

The meeting was called to order at 2:09 p.m. and a quorum was established.

Changes to the Agenda / Motion to Approve Changes:

None

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

None

Approval of Minutes:

Ms. Groth motioned for the correction of spelling of her last name be corrected in the first paragraph of the minutes and the correction of Mrs. to Ms. Groth be revised seconded by Mrs. King and unanimously adopted. The minutes from April 26, 2023, were approved as revised.

Unfinished Business:

- a. Buena Vista Waterway Exterior Dredge Project: Ms. LeMaster updated the group on the status of the exterior dredge, noting that the results of the post storm survey should qualify for Federal Emergency Management Agency (FEMA) reimbursement. Discussion ensued regarding the amount that FEMA reimburses, and Ms. LeMaster advised the max benefit is up to 70% for reimbursement.

New Business:

- a. Financial Reports: The Fiscal Year (FY) 23 second, third, and fourth quarter expenditure reports were reviewed. The FY24 Adopted and FY25 Approved Budget report was reviewed. The group had questions regarding the debt services line, and how ERU's are calculated.

Citizen Input on MSBU Items:

None

Advisory Board Open Discussion:

Discussion ensued regarding marine marker repairs. Ms. Lemaster advised that the contractor should be in the area within a couple weeks. Discussion ensued regarding navigational trimming, and the group requested this item be added to the January 10, 2023, agenda.

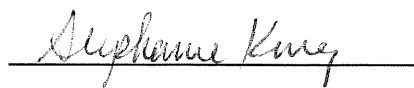
Meeting Schedule / Items for Next Agenda:

Future meetings are scheduled at 2:00 p.m. at the Charlotte Harbor Event Center as follows:

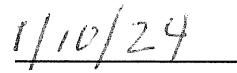
- January 10, 2024
- April 3, 2024
- July 10, 2024
- October 2, 2024

The meeting adjourned at 3:14 p.m.

Submitted by: Erica Lemaster
Public Works Department



Chair Signature



Date

FY2024 Tentative Meeting Schedule

Edgewater North Waterway

MSBU Advisory Board

Wednesday at 2:00 p.m. for the following dates:

- **1/10/2024 – Charlotte Harbor Event Center**
- **4/3/2024 - Charlotte Harbor Event Center**
- **7/10/2024 - Charlotte Harbor Event Center**
- **10/2/2024 - Charlotte Harbor Event Center**

Edgewater North Waterway MSBU

Fund Financial Report
Oct. 1, 2022 - June 30, 2023

	Actual FY2022	Adopted Budget FY2023	YTD Actual FY2023	Projected FY2023
Beginning Balance	\$41,940	\$34,951	\$42,701	\$42,701
Revenues				
Assessments & Earnings	19,511	19,441	20,137	19,441
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	5,000	-	-
Total Revenue	\$19,511	\$24,441	\$20,137	\$19,441
Expenditures				
Contract Services	-	-	-	-
Survey	8,158	-	-	-
Navigational Trimming	-	-	-	-
Public Works Services	8,430	3,078	319	3,078
Internal Charges	391	411	411	411
Purchased Services	252	557	379	379
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Buena Vista WW Maint. Dredge FY23	1,520	49,236	-	-
Total Expenditures	\$18,750	\$53,282	\$1,109	\$3,868
Reserves (Ending Fund Balance)	\$42,701	\$6,110	\$61,729	\$58,274
<i>Reserve %</i>	69.5%	10.3%	98.2%	93.8%

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

Date Prepared: 7/20/2023

Edgewater North Waterway MSBU

Fund Financial Report
Oct. 1, 2022 - Mar. 31, 2023

	Actual FY2022	Adopted Budget FY2023	YTD Actual FY2023	Projected FY2023
Beginning Balance	\$41,940	\$34,951	\$42,701	\$42,701
Revenues				
Assessments & Earnings	19,511	19,441	17,419	19,441
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	5,000	-	-
Total Revenue	\$19,511	\$24,441	\$17,419	\$19,441
Expenditures				
Contract Services	-	-	-	-
Survey	8,158	-	-	-
Navigational Trimming	-	-	-	-
Public Works Services	8,430	3,078	18	3,078
Internal Charges	391	411	411	411
Purchased Services	252	557	336	251
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Buena Vista WW Maint. Dredge FY23	1,520	49,236	-	-
Total Expenditures	\$18,750	\$53,282	\$766	\$3,740
Reserves (Ending Fund Balance)	\$42,701	\$6,110	\$59,355	\$58,402
Reserve %	69.5%	10.3%	98.7%	94.0%

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

Date Prepared: 4/21/2023

Edgewater North Waterway MSBU

2 Year Budget

FY2024 & FY2025

Estimated ERU's and Cost per ERU

Vacant & Occupied

Estimated ERU's

Cost per ERU

FY2024	FY2025
1,012.600	1,012.600
\$ 20.12	\$ 20.12
\$ 20.12	
\$ 20.12	

Current FY23 Rate

Current Maximum Rate

Beginning Balance

Revenues

Assessments & Earnings

Assessments

Interest

Net Inc/(Decr) Fair Market Value-Investments

Misc Rev-Refund Prior Year Exp

Excess Fees /Tax Collector

Less 5% Reserve - FS 129.01(2)b

Grant & Subsidy Revenue

Loans & Borrowing

Interfund Tfr-Canal Maint.

Total Revenue

Adopted Budget FY2024	Approved Budget FY2025
\$ 58,486	\$ 7,807
20,374	20,374
205	28
-	-
-	-
-	-
(1,029)	(1,021)
-	-
\$ 19,550	\$ 19,381
-	-
-	-
5,000	5,000
236	217
5,300	4,012
627	658

Expenditures

Contract Services

Other Contractual Svcs

Contract Services; other

Survey

Navigational Trimming

Public Works Services

Equip Repl Charges-PubWrks

Operating Exp-PubWrks

Internal Charges

Central/Indirect Srvs

	Adopted Budget FY2024	Approved Budget FY2025
Purchased Services		
<i>Postage-MSBU Notices</i>	-	-
<i>Advertising-Legal</i>	-	-
<i>Collection Fee-Tax Collector</i>	408	408
Materials and Supplies		
Capital Outlay		
Debt Services		
<i>Principal</i>	-	-
<i>Interest</i>	-	-
<i>Interfund Trf-Canal Maint</i>	-	-
Project Costs		
<i>Buena Vista WW Maint. Dredge FY23</i>		
<i>Engineering</i>	9,422	-
<i>Dredging</i>	46,757	-
<i>Labor</i>	2,479	-
Total Expenditures	70,229	10,295
Reserves (Ending Fund Balance)	\$ 7,807	\$ 16,893
<i>Reserve %</i>	10.0%	62.1%

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

Version Date

9/20/2023

Capital Maintenance Schedule
Public Works - MSBU/TU Dredging
2024-2025

Project Costs (in thousands)

Project Name	2024	2025	2026	2027	2028	2029	TOTAL
Alligator Creek - Entrance Channel	410	0	0	0	0	0	410
Buena Vista/Edgewater North WW Maintenance Dredging	451	0	0	0	0	0	451
Don Pedro/Knight/Palm Island Re-nourishment FY20	606	118	121	127	0	0	972
Don Pedro/Knight/Palm Island Re-nourishment FY28	0	0	0	55	9,770	195	10,020
Gulf Cove WW Dredging	1,834	54	46	37	28	19	2,018
Harbour Heights WW Maintenance Dredging	279	0	0	0	0	0	279
Hayward Canal Exterior Dredging	193	0	0	0	0	0	193
Manasota Key Beach Nourishment	1,114	480	221	257	0	0	2,072
Manasota Key Beach Nourishment FY28	0	0	0	125	22,055	486	22,666
Manchester WW Maintenance Dredging FY22	861	0	0	0	0	0	861
NWPC Interior Channel Dredging FY22	719	0	0	0	0	0	719
NWPC Exterior Dredging	102	255	0	0	0	0	357
Pirate Harbor Dredging FY23	473	13	10	7	3	1	507
South Gulf Cove WW Maintenance Dredging	1,680	0	0	0	0	0	1,680
Stump Pass Maintenance Dredging FY22	43	0	0	0	0	0	43
Stump Pass Maintenance Dredging FY26	0	162	4,568	64	65	131	4,990
Suncoast WW Maintenance Dredge	0	0	0	0	0	0	0
TOTAL	8,766	1,082	4,966	671	31,922	832	48,239

Capital Maintenance Schedule
Public Works - MSBU/TU Dredging Long Range Plan
2024-2025

MSBU / MSTU Fund Name	Type of Dredge	Year Last Dredged	Dredging cycle/est. useful life	Planned Dredging Year
Ackerman Waterway (done with Manchester WW)	Spot	2020	7	FY 2026
Alligator Creek Waterway	Entrance channel	2017	7	FY 2024
Buena Vista Waterway	Access channel and main canal	2016	7	FY 2024
Don Pedro/Knight Is Beach Renourishment	Renourishment	2020	8	FY 2028
Edgewater North Waterway	Maintenance	N/A	10	none scheduled
Gulf Cove Waterway	Exterior	2010	5	FY 2026
Gulf Cove Waterway	Interior	2019	10	FY22 & FY23
Harbour Heights Waterway	Canals and access channels	2017	7	FY 2025
Hayward Canal Waterway	Finger channels	2019	10	none scheduled
Hayward Canal Waterway	Main Channel	2019	5	FY 2024
Manchester Waterway	Spot	2020	7	FY 2024
North Manasota Key Beach Renourishment	Renourishment	2020	8	FY 2028
Northwest Port Charlotte Waterway	Exterior	2009	5	FY 2026
Northwest Port Charlotte Waterway	Interior	2014	10	FY 2024
Pirate Harbor Waterway	Interior	2013	7	FY 2024
South Bridge Waterway	Canals and access channels	2013	7	none scheduled
South Gulf Cove Waterway	Spot	2016	7	FY25 & FY26
Stump Pass Dredging	Channel and renourishment	2022	4	FY 2026
Suncoast Waterway	Canals and access channels	2014	7	none scheduled

Edgewater North Waterway MSBU

Fund Financial Report
Oct. 1, 2022 - Sept. 30, 2023

Unaudited as of 9.30.23

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Beginning Balance	\$41,940	\$34,951	\$42,701	\$42,701
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Loans & Borrowing	-	5,000	-	-
Total Revenue	\$19,511	\$24,441	\$21,518	\$21,518
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Contract Services	-	-	-	-
Survey	8,158	-	-	-
Navigational Trimming	-	-	-	-
Public Works Services	8,430	3,078	1,710	1,710
Internal Charges	391	411	411	411
Purchased Services	252	557	395	395
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Buena Vista WW Maint. Dredge FY23	1,520	49,236	-	-
Total Expenditures	\$18,750	\$53,282	\$2,515	\$2,515
Reserves (Ending Fund Balance)	\$42,701	\$6,110	\$61,704	\$61,704
Reserve %	69.5%	10.3%	96.1%	96.1%

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

Date Prepared: 10/17/2023