

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, OCTOBER 2, 2024**

**2:04 p.m. – 2:49 p.m.
Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

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

Call to Order / Roll Call:

The meeting was called to order at 2:04 p.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):

None

Approval of the Minutes:

The April 3, 2024, minutes were unanimously approved as written.

Unfinished Business:

- a. Buena Vista Waterway Exterior Dredge Project: Mr. Nodine provided an update that the Sunrise Waterway dredge began, but due to Hurricane Helene the contractor has been relocated to the Gardner Waterway and George Waterway first, then will go back to complete the Sunrise Waterway. Conversation ensued regarding the Lister Street spoil site, and our efforts to utilize sand for the Port Charlotte Beach renourishment. Ms. LeMaster provided the most recent cost estimates.
- b. Waterway Debris Removal: Ms. LeMaster conveyed that we have completed our Navigational Waterway Debris Removal efforts.
- c. Navigational Trimming: Ms. LeMaster reminded the group that once the group submits locations of interest Charlotte County Public Works will move forward to request letters of interest (RLI) for a Navigational Trimming project. The group concluded that they did not have any areas of immediate concern at the current moment but will continue to discuss a need at future meetings.

New Business:

- a. Financial Reports: The fiscal year (FY) 2024 quarter two and three actual expenditure and activity maintenance reports were provided for review, along with the FY25 Adopted Budget. The Board had no questions at this time.

Citizen Input on MSTU items (3 Minute Limit):

None

Advisory Board Open Discussion:

Conversation ensued regarding the 50/50 shared funding for dredge projects with Buena Vista Waterway.

Schedule Meetings / Items for Next Agenda:

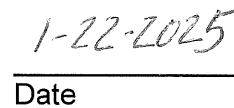
Future meetings are scheduled at 2:00 p.m., at the Charlotte Harbor Event Center as follows:

- Wednesday, January 22, 2025
- Wednesday, June 26, 2025
- Wednesday, September 3, 2025
- Monday, December 15, 2025

The meeting adjourned at 2:49 p.m.

Submitted by Erica LeMaster
Public Works Department


Chair Signature


Date

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, OCTOBER 2, 2024**

**2:00 p.m., Punta Gorda Charlotte Library
401 Shreve 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 Meeting Minutes: April 3, 2024
5. Unfinished Business:
 - a. Update: Buena Vista Exterior Dredge Project
 - b. Update: Navigational Trimming
 - c. Waterway Debris Removal
6. New Business
 - a. Financial Reports
7. Citizen Input on MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

Edgewater North Waterway MSBU

Fund Financial Report
Oct. 1, 2023 - Mar. 31, 2024

	Actual FY2023	Adopted Budget FY2024	YTD Actual FY2024	Encumbered FY2024	Balance FY2024
Beginning Balance	\$42,701	\$58,486	\$61,400		
Revenues					
Assessments & Earnings	22,320	19,550	17,969		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$22,320	\$19,550	\$17,969		
Expenditures					
Contract Services	-	-	-	50,854	(50,854)
Survey	-	-	-	-	-
Navigational Trimming	-	5,000	-	-	5,000
Public Works Services	1,710	5,536	2,587	-	2,949
Internal Charges	411	627	627	-	-
Purchased Services	238	408	340	-	68
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Project Costs					
Buena Vista WW Maint. Dredge FY23	1,263	58,658	-	-	58,658
Total Expenditures	\$3,621	\$70,229	\$3,554	50,854	\$15,822
Reserves (Ending Fund Balance)	\$61,400	\$7,807	\$75,815		
Reserve %	94.4%	10.0%	95.5%		

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

Date Prepared: 4/2/2024

Monthly Funding Report

START
DATE:

01/01/2024

END DATE:

03/31/2024

Page 1 of 3

Edgewater North Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	20064	MSBU Administrative Work		03/04/2024	0.25	18.48	0.00	0.00	0.00		18.48
	20064	MSBU Administrative Work		01/02/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		01/03/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20064	MSBU Administrative Work		01/04/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20064	MSBU Administrative Work		01/09/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20064	MSBU Administrative Work		01/10/2024	3.25	240.18	0.00	0.00	0.00		240.18
	20064	MSBU Administrative Work		01/11/2024	1.50	110.85	0.00	0.00	0.00		110.85
	20064	MSBU Administrative Work		01/12/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		01/16/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		01/19/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		01/29/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		02/08/2024	1.25	92.38	0.00	0.00	0.00		92.38
	20064	MSBU Administrative Work		02/21/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		02/29/2024	1.25	92.38	0.00	0.00	0.00		92.38
	20064	MSBU Administrative Work		03/06/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		03/07/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		03/11/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		03/12/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		03/14/2024	1.75	129.33	0.00	0.00	0.00		129.33
	20064	MSBU Administrative Work		03/19/2024	1.25	92.38	0.00	0.00	0.00		92.38
	20064	MSBU Administrative Work		03/21/2024	2.25	166.28	0.00	0.00	0.00		166.28
	20064	MSBU Administrative Work		03/26/2024	1.25	92.38	0.00	0.00	0.00		92.38
Administrative Time Total					23.00	1,699.70	0.00	0.00	0.00		1,699.76

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Monthly Funding Report

START
DATE:

01/01/2024

END DATE:

03/31/2024

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Edgewater North Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	20064	MSBU Administrative Work		01/10/2024	2.50	184.75	0.00	0.00	0.00		184.75
		MSBU Meeting Total			2.50	184.75	0.00	0.00	0.00		184.75
	20064	MSBU Administrative Work		01/16/2024	2.00	147.80	0.00	0.00	0.00		147.80
		MSBU Minutes Total			2.00	147.80	0.00	0.00	0.00		147.80
	Work Order 20064 Total				27.75	2,050.73	0.00	0.00	0.00	0.00	2,050.79
		MSBU Administrative Work Total			27.75	2,050.73	0.00	0.00	0.00	0.00	2,050.79
		Edgewater North Waterway Unit Total			27.75	2,050.73	0.00	0.00	0.00		2,050.79

Monthly Funding Report

START DATE:

01/01/2024

END DATE:

03/31/2024

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Grand totals for all MSBUs reported											
					27.75	2,050.73	0.00	0.00	0.00		2,050.79

Edgewater North Waterway MSBU

Fund Financial Report
Oct. 1, 2023 - June 30, 2024

	Actual FY2023	Adopted Budget FY2024	Amended Budget FY2024	YTD Actual FY2024	Encumbered FY2024	Balance FY2024
Beginning Balance	\$42,701	\$58,486	\$58,486	\$61,400		
Revenues						
Assessments & Earnings	22,320	19,550		20,860		
Grant & Subsidy Revenue	-	-	22,500	-		
Loans & Borrowing	-	-		-		
Total Revenue	\$22,320	\$19,550	\$42,050	\$20,860		
Expenditures						
Contract Services	-	-		-	-	-
Survey	-	-		-	-	-
Navigational Trimming	-	5,000		-	-	5,000
Public Works Services	1,710	5,536		4,822	-	714
Internal Charges	411	627		627	-	-
Purchased Services	238	408		380	-	28
Materials and Supplies	-	-		-	-	-
Capital Outlay	-	-		-	-	-
Debt Services	-	-		-	-	-
Project Costs						
Buena Vista WW Maint. Dredge	1,263	58,658	79,720	58	67,819	11,843
Total Expenditures	\$3,621	\$70,229	\$91,291	\$5,887	67,819	\$17,585
Reserves (Ending Fund Balance)	\$61,400	\$7,807	\$9,245	\$76,373		
Reserve %	94.4%	10.0%	9.2%	92.8%		

*Per Legal: Edgewater North Waterway and Buena Vista Waterway split dredging costs proportionately for Sunrise Channel and Elkcam Channel,

Budget Amendment to add additional funds for dredging.

Date Prepared: 7/1/2024

Monthly Funding Report

START
DATE:

04/01/2024

END DATE:

06/30/2024

Page 1 of 3

Edgewater North Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	20064	MSBU Administrative Work		04/01/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		04/02/2024	1.50	110.85	0.00	0.00	0.00		110.85
	20064	MSBU Administrative Work		04/03/2024	1.75	129.33	0.00	0.00	0.00		129.33
	20064	MSBU Administrative Work		04/04/2024	1.50	110.85	0.00	0.00	0.00		110.85
	20064	MSBU Administrative Work		04/05/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		04/08/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		04/11/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		04/15/2024	1.25	92.38	0.00	0.00	0.00		92.38
	20064	MSBU Administrative Work		04/16/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		04/22/2024	1.50	110.85	0.00	0.00	0.00		110.85
	20064	MSBU Administrative Work		04/30/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		05/06/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		05/30/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		06/10/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		06/17/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		06/18/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		06/20/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20064	MSBU Administrative Work		06/25/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20064	MSBU Administrative Work		06/26/2024	0.75	55.43	0.00	0.00	0.00		55.43
Administrative Time Total					16.25	1,200.88	0.00	0.00	0.00		1,200.91
	20064	MSBU Administrative Work		04/03/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20064	MSBU Administrative Work		04/04/2024	2.25	166.28	0.00	0.00	0.00		166.28
	20064	MSBU Administrative Work		04/15/2024	1.25	92.38	0.00	0.00	0.00		92.38

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Edgewater North Waterway Unit											
Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
MSBU Minutes Total					4.25	314.08	0.00	0.00	0.00		314.09
				04/03/2024	2.50	184.75	0.00	0.00	0.00		184.75
MSBU Meeting Total					2.50	184.75	0.00	0.00	0.00		184.75
Work Order 20064 Total					23.00	1,699.70	0.00	0.00	0.00	0.00	1,699.75
MSBU Administrative Work Total											
					23.00	1,699.70	0.00	0.00	0.00	0.00	1,699.75
Edgewater North Waterway Unit Total											
					23.00	1,699.70	0.00	0.00	0.00		1,699.75

Monthly Funding Report

START DATE:

04/01/2024

END DATE:

06/30/2024

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Grand totals for all MSBUs reported											
					23.00	1,699.70	0.00	0.00	0.00		1,699.75

Edgewater North Waterway MSBU

Adopted Budget

FY2025

Estimated ERU's and Cost per ERU

Vacant & Occupied

Estimated ERU's

Cost per ERU

Current FY24 Rate

Current Maximum Rate

Approved FY2025	Adopted FY2025	Changes FY2025
1,012,600	1,012,600	-
\$ 20.12	\$ 20.12	\$ -
\$ 20.12		
\$ 20.12		

Beginning Balance

Revenues

Assessments & Earnings

Assessments

Interest

Interest Earnings-L.G.S.F.T.F.

Net Inc/(Decr) Fair Market Value-Investments

Interest-Tax Coll

Misc Rev-Refund Prior Year Exp

Interfund Trf-Boater Revolving

Excess Fees /Tax Collector

Less 5% Reserve - FS 129.01(2)b

Grant & Subsidy Revenue

Loans & Borrowing

Interfund Tfr-Canal Maint.

Total Revenue

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 Svcs

Approved Budget FY2025	Adopted Budget FY2025	Budget Changes FY2025
\$ 7,807	\$ 69,082	\$ 61,275
20,374	20,374	-
28	242	214
-	-	-
-	-	-
-	-	-
-	-	-
-	22,500	22,500
-	-	-
(1,021)	(1,031)	(10)
-	-	-
\$ 19,381	\$ 42,085	\$ 22,704
-	-	-
-	-	-
5,000	5,000	-
217	217	-
4,012	4,012	-
658	254	(404)

	Approved Budget FY2025	Adopted Budget FY2025	Budget Changes 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</i>			
<i>Engineering</i>	-	7,862	7,862
<i>Dredging</i>	-	67,819	67,819
<i>Labor</i>	-	2,479	2,479
Total Expenditures	10,295	88,051	77,756
Reserves (Ending Fund Balance)	\$ 16,893	\$ 23,116	\$ 6,223
<i>Reserve %</i>	62.1%	20.8%	

*Per Legal: Edgewater North Waterway and Buena Vista Waterway split dredging costs proportionately for Sunrise Channel and Elkcam Channel.

Version Date

9/6/2024

Capital Maintenance Schedule
Public Works - MSBU/TU Dredging
2025

Project Costs (in thousands)

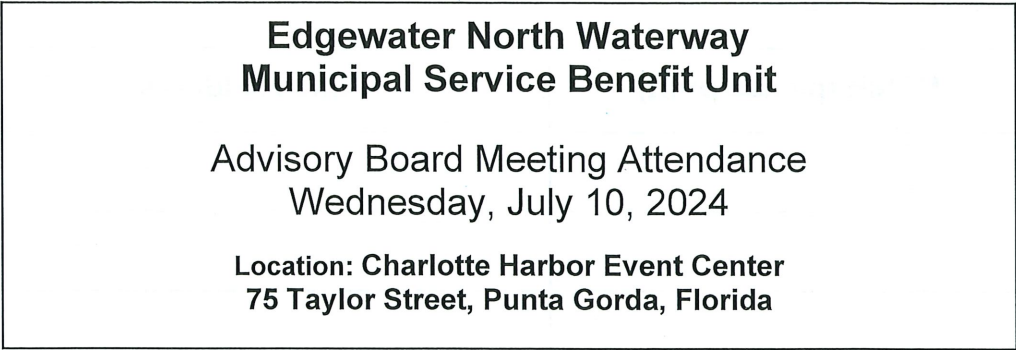
Project Name	2025	2026	2027	2028	2029	2030	TOTAL
Alligator Creek - Entrance Channel	400	0	0	0	0	0	400
Buena Vista/Edgewater North WW Maintenance Dredging	472	0	0	0	0	0	472
Don Pedro/Knight/Palm Island Re-nourishment	502	121	127	0	0	0	750
Don Pedro/Knight/Palm Island Re-nourishment FY28	0	0	55	9,770	195	0	10,020
Gulf Cove WW Dredging	1,831	54	46	37	28	19	2,015
Harbour Heights WW Maintenance Dredging	279	0	0	0	0	0	279
Hayward Canal Exterior Dredging	8	0	0	0	0	0	8
Manasota Key Beach Nourishment	930	221	257	0	0	0	1,408
Manasota Key Beach Nourishment FY28	0	0	125	22,055	486	0	22,666
Manchester WW Maintenance Dredging FY22	831	0	0	0	0	0	831
NWPC Interior Channel Dredging FY22	695	0	0	0	0	0	695
NWPC Exterior Dredging	105	252	0	0	0	0	357
Pirate Harbor Dredging FY23	479	10	7	3	1	0	500
South Gulf Cove WW Maintenance Dredging	1,680	0	0	0	0	0	1,680
Stump Pass Maintenance Dredging FY22	40	0	0	0	0	0	40
Stump Pass Maintenance Dredging FY26	162	4,128	64	65	131	4,473	9,023
TOTAL	8,414	4,786	680	31,930	841	4,492	51,144

Adopted CIP 9/24/2024

Charlotte County

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

[illegible]