

**MINUTES  
HARBOUR HEIGHTS WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
TUESDAY, OCTOBER 29, 2024**

**10:00 a.m. – 11:29 a.m.  
Charlotte Harbor Event & Conference Center  
75 Taylor St, Punta Gorda, Florida**

**Members Present:** Jeff Good, Chair  
David Stone, Vice Chair  
James McBride  
Tom Mettner  
Lee Phillips

**Members Absent:** None

**County Staff:** Erica LeMaster, Community Liaison  
Janette Knowlton, County Attorney  
Karlene McDonald, Operations Supervisor  
DeWayne Nodine, Projects Manager

**Guests:** Sign in Sheet Attached

**Call to Order / Roll Call:**

The meeting was called to order at 10:00 a.m. A roll call was taken, and a quorum was established.

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

None

**Sunshine Law Review:**

County Attorney Ms. Knowlton attended the meeting and provided the annual review of Sunshine Law. Questions arose regarding Sunshine Law only allowing one member to meet outside of a publicly noticed Advisory Board meeting. Ms. Knowlton reminded the group that they can rely on staff to make decisions regarding projects or schedule a project tour and notice the tour in advance allowing the public and all members to attend. The group asked for clarification on who they are advising, and they were reminded that they are advising the Board of County Commissioners.

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

- Mr. Hart voiced his frustration with the County and legal staff regarding a signed email petition that was sent in reference to property owners that reside on the San Salvador Waterway.
- Mr. Hart discussed concerns regarding the damaged sea wall located on Peace River Drive.

**Approval of the Minutes:**

The August 7, 2024, minutes were unanimously approved as written.

**Unfinished Business:**

- a. Dredge Project: Mr. Nodine provided an update stating that we included surveying both the interior and exterior waterways in the scope for Aim Engineering and Surveying on the 2024 Pre-storm Surveys. Since the cost of the Beuna Vista project that we are dredging now is around \$161 per cubic yard which is four times the unit price before year 2020. Therefore, to get a lower price per yard, it may be worthwhile to combine the

dredging projects for Harbour Heights Waterway with the project for Suncoast Waterway since they are located relatively close together.

- b. Update: Navigational Trimming – DeSoto Waterway: Mr. Nodine provided an update to the group that there were some areas of the project map that were excluded from the project that didn't currently qualify as impeding line of site for navigation. Mr. Nodine displayed the project map for the group and explained in detail areas that were excluded, and areas that could be added on. The group questioned Mr. Nodine's authority to make alterations to the project and the group was reminded that as a project manager, Mr. Nodine can make changes to the project especially if it is in the best interest of the budget and the Municipal Services Benefit Unit (MSBU). Mr. Nodine discussed the limitations of mangrove trimming stressing that mangroves can only be trimmed back to the most seaward mangrove.
- c. Waterway Debris Removal: Ms. LeMaster provided an update that due to the most recent storms there will be an assessment on waterway debris, and there will be future efforts towards our hurricane related waterway debris removal. Discussion ensued regarding the damaged sea wall on Peace River Drive, and Ms. Knowlton provided an update that the County is exploring all options and pursuing every option. Ms. Knowlton advised that we have never foreclosed on a property in Charlotte County and this process would have to go before the Board of County Commissioners for approval. Ms. Knowlton reminded the group of the laws that are set in place to protect property owners and the county cannot break those laws.

#### **New Business:**

- a. Financial Reports: The FY 2024 quarter three actual expenditure and activity maintenance reports were provided for review. The FY25 Adopted Budget was provided. There were no questions at this time.

#### **Citizen Input on MSTU items (3 Minute Limit):**

- Mr. Hart voice his concerns regarding the damaged sea wall located on Peace River Drive making threats that the county could be sued for damages that could incur to personal property, etc. due to hazardous navigation. He loudly expressed his belief of the counties lack of effort towards this issue stating that he wants results and the county to take accountability.

#### **Advisory Board Open Discussion:**

- Discussion ensued regarding the Counties decision to cancel a previously scheduled site visit due to a potential Sunshine Law Violation. Mr. Stone gave his recollection of events that took place, and Mr. Nodine discussed his reasoning for the County deciding not to move forward with an onsite meeting stressing that there was more than one advisory board member present, and the county was not comfortable accepting the invitation to go on an Advisory Board members personal boat.
- Mr. Harts previous and continued outbursts and comments were discussed, and Ms. Knowlton reminded the Advisory Board Chair of his responsibilities to put an end to any bullying or slander made towards staff members.


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

Future meetings are tentatively scheduled at 10:00 a.m. as follows:

- Thursday February 6, 2025

The meeting adjourned at 11:29 a.m.

Submitted by Erica LeMaster  
Public Works Department

  
Chair Signature

2/6/25  
Date

**AGENDA  
HARBOUR HEIGHTS WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
TUESDAY, OCTOBER 29, 2024**

**10:00 a.m., Charlotte Harbor Event Center  
75 Taylor Street, Punta Gorda, Florida**

**BOARD MEMBERS:** Jeff Good, Chair  
David Stone, Vice-Chair  
James McBride  
Tom Mettner  
Lee Phillips

**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. Sunshine Law Review
4. Citizen Input on Agenda Items (3-Minute Limit)
5. Approval of Minutes: August 7, 2024
6. Unfinished Business
  - a. Dredge Project
  - b. Update: Navigational Trimming – DeSoto, Balboa, San Salvador
  - c. Waterway Debris Removal
7. New Business
  - a. Financial Reports
  - b. Approval: 2025 Meeting Schedule
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

# Harbour Heights Waterway MSBU

Adopted Budget

FY2025

## Estimated ERU's and Cost per ERU

**Vacant and Occupied**

*Estimated ERU's*

*Cost per ERU*

Approved FY2025	Adopted FY2025	Changes FY2025
386.300	386.300	-
\$ 300.00	\$ 300.00	\$ -
<b>\$ 300.00</b>		
<b>\$ 400.00</b>		

**Current FY24 Rate**

**Current Maximum Rate**

## **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*

*Excess Fees /Tax Collector*

*Less 5% Reserve - FS 129.01(2)b*

### **Grant & Subsidy Revenue**

*Interfund Trf-Canal Maint*

### **Loans & Borrowing**

*Debt Proceeds*

## **Total Revenue**

Approved Budget FY2025	Adopted Budget FY2025	Budget Changes FY2025
\$ 89,848	\$ 438,229	\$ 348,381
115,890	115,890	-
315	1,534	1,219
-	-	-
-	-	-
-	-	-
-	-	-
(5,795)	(5,795)	-
-	-	-
-	-	-
-	-	-
\$ 110,410	\$ 111,629	\$ 1,219
-	-	-
-	-	-
25,000	25,000	-
50,000	50,000	-

## Expenditures

### **Contract Services**

*Other Contractual Svcs*

*Drainage*

### **Contract Services; other**

*Survey*

*Navigational Trimming*

	Approved Budget FY2025	Adopted Budget FY2025	Budget Changes FY2025
<b>Public Works Services</b>			
<i>Equip Repl Charges-PubWrks</i>	256	256	-
<i>Operating Exp-PubWrks</i>	4,742	4,742	-
<b>Internal Charges</b>			
<i>Central/Indirect Svcs</i>	2,226	483	(1,743)
<b>Purchased Services</b>			
<i>Postage</i>	-	-	-
<i>Printing &amp; Binding</i>	-	-	-
<i>Advertising-Legal</i>	-	-	-
<i>Collection Fee-Tax Collector</i>	2,318	2,318	-
<b>Materials and Supplies</b>			
<b>Capital Outlay</b>			
<b>Debt Services</b>			
<i>Principal</i>	-	-	-
<i>Interest</i>	-	-	-
<b>Project Costs</b>			
<b><i>Harbour Heights Maint. Dredge</i></b>			
<i>Engineering</i>	-	70,086	70,086
<i>Dredging</i>	-	199,931	199,931
<i>Labor</i>	-	9,160	9,160
<b>Total Expenditures</b>	84,542	361,976	277,434
<b>Reserves (Ending Fund Balance)</b>	\$ 115,716	\$ 187,882	\$ 72,166
<i>Reserve %</i>	57.8%	34.2%	

Verified 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
<b>TOTAL</b>	<b>8,414</b>	<b>4,786</b>	<b>680</b>	<b>31,930</b>	<b>841</b>	<b>4,492</b>	<b>51,144</b>

Adopted CIP 9/24/2024

Charlotte County

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

<u>MSBU / MSTU Fund Name</u>	<u>Type of Dredge</u>	<u>Year Last Dredged</u>	<u>Dredging cycle/est. useful life</u>	<u>Planned Dredging Year</u>
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





**Harbour Heights Waterway  
Municipal Service Benefit Unit**

Advisory Board Meeting Attendance  
Tuesday, October 29, 2024

Location: Charlotte Harbor Event Center  
75 Taylor Street, Punta Gorda, Florida

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

NAME (please print)	Email Address	Phone Number
Erica LeMaster	Erica.LeMaster@charlottecountyfl.gov	941.575.3626
DeWayne Nodine	DeWayne.Nodine@charlottecountyfl.gov	
<del>Lisa Eby</del>	<del>Lisa.Eby@charlottecountyfl.gov</del>	
DAVID STONE	tiletiger1@YAHOO.COM	585 729 3474
LEE PHILLIPS	LJP9579@AOL.COM	941-766-0544
JEFF GOOD	superjeffgood@gmail.com	941-787-0404
Jim McBRIDE	JimshelbyEXPRESSE@gmail.com	941 268-1232
MIKE HART	M-KHART@ATT.NET	700-269-4550
Janette Knowlton	janette.Knowlton@charlottecountyfl.gov	941-743-1330
Joanne Grogan	joanne.willgrogan@gmail.com	813-265-7389