

**MINUTES
MANCHESTER WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, AUGUST 29, 2024**

**10:06 a.m. – 11:42 a.m.
Centennial Park Recreation Center
1120 Centennial Blvd, Port Charlotte, Florida**

Members Present: Dennis Peck, Chair
Kevin Peregoy, Vice Chair
Wayne Harris
Lamont Whims
Members Absent: None
County Staff: Erica LeMaster, Community Liaison
DeWayne Nodine, Projects Manager
Guests: None

Call to Order / Roll Call:

The meeting was called to order at 10:06 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):

None

Approval of the Minutes:

The May 23, 2024, minutes were unanimously approved as written.

Unfinished Business:

- a. Update: Manchester Waterway Interior Dredge Project: Mr. Nodine provided an update that the most recent bid prices came in at \$161.00 per cubic yard. Reminding the group that previous bids were rejected for exceeding the budget. The current project is estimated for 1500 cubic yards of total dredge costing an estimated total of \$250,000. At this price there are still funds available in the project budget. The group discussed other areas of interest to add to the project focusing on the S turn, and some shallow areas on the west end of the system. Discussion continued to discuss concerns at marker 9 at the dog leg and the outside channel. The group discussed concerns regarding the current permit status and Mr. Nodine will research the active or expired permits. Mr. Nodine advised the group that currently there are no other dredge projects to combine with this project, but he is always looking into the possibility. Mr. Peregoy made a motion to include the S bend in the current dredge project if the current budget allows. The motion was seconded by Mr. Whims and passed unanimously.
- b. Additional Slow Speed Minimum Wake Signage: Ms. LeMaster updated the group that after additional research Mr. Richardson has concluded that additional signage would not be possible on bridges.

New Business:

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

- b. Marine Markers: The group expressed concerns regarding marker placements. Ms. LeMaster reminded the group that upon completion of the next Bathymetric Survey we can use the results and coordinates for permitting to relocate the pilings to their most up to date coordinated locations. The group had questions regarding using the most current pre storm or post storm surveys. Ms. LeMaster will follow up with staff and update the group at the next meeting.

Citizen Input on MSTU items (3 Minute Limit):

None

Advisory Board Open Discussion:

The group discussed the ongoing initiative of the Manchester Cut Through. Ms. LeMaster reminded the group this is not under the MSBU's purview. The group expressed frustration in the length of time this initiative has taken. The group discussed the importance of continuing to speak at the Board of County Commissioners (BOCC) meetings to keep the importance of this item relevant. Discussion ensued regarding boat lifts that are causing a navigation issue.

Schedule Meetings / Items for Next Agenda:

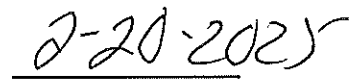
Future meetings are scheduled at 10:00 a.m., at the Centennial Park Recreation Center as follows:

- Wednesday October 10, 2024

The meeting adjourned at 11:42 a.m.

Submitted by Erica LeMaster
Public Works Department


Chair Signature


Date

**AGENDA
MANCHESTER WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, AUGUST 29, 2024**

**10:00 a.m., Centennial Park Recreation Center
1120 Centennial Blvd, Port Charlotte, Florida**

BOARD MEMBERS: Dennis Peck, Chair
Kevin Peregoy, Vice-Chair
Wayne Harris
Lamont Whims

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: May 23, 2024
5. Unfinished Business
 - a. Update: Manchester Waterway Interior Dredge Project
 - b. Update: Slow Speed/ Minimum Wake Signage
 - c. Bathymetric Survey: Marine Markers
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

Manchester Waterway MSBU

Fund Financial Report

Oct. 1, 2023 - June 30, 2024

	Actual FY2023	Adopted Budget FY2024	YTD Actual FY2024	Encumbered FY2024	Balance FY2024
Beginning Balance	\$901,690	\$931,546	\$991,903		
Revenues					
Assessments & Earnings	147,455	200,040	222,566		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$147,455	\$200,040	\$222,566		
Expenditures					
Contract Services	-	-	-	-	-
Survey	-	20,750	-	20,750	-
Navigational Trimming	-	50,000	-	-	50,000
Public Works Services	3,700	9,227	4,120	-	5,107
Internal Charges	2,569	939	939	-	-
Purchased Services	1,657	3,924	3,663	-	261
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Project Costs					
Manchester WW Maint Dredging	49,316	861,312	4,346	99,300	757,666
Total Expenditures	\$57,242	\$946,152	\$13,068	\$120,050	\$813,034
Reserves (Ending Fund Balance)	\$991,903	\$185,434	\$1,201,401		
Reserve %	94.5%	16.4%	98.9%		

Date Prepared: 7/1/2024

Monthly Funding Report

START
DATE:

04/01/2024

END DATE:

06/30/2024

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Manchester Waterway Benefit Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	20063	MSBU Administrative Work		04/01/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20063	MSBU Administrative Work		04/08/2024	0.25	18.48	0.00	0.00	0.00		18.48
	20063	MSBU Administrative Work		04/15/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20063	MSBU Administrative Work		04/16/2024	0.25	18.48	0.00	0.00	0.00		18.48
	20063	MSBU Administrative Work		04/22/2024	3.25	240.18	0.00	0.00	0.00		240.18
	20063	MSBU Administrative Work		04/26/2024	1.50	110.85	0.00	0.00	0.00		110.85
	20063	MSBU Administrative Work		04/30/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20063	MSBU Administrative Work		05/02/2024	0.25	18.48	0.00	0.00	0.00		18.48
	20063	MSBU Administrative Work		05/21/2024	1.75	129.33	0.00	0.00	0.00		129.33
	20063	MSBU Administrative Work		05/23/2024	3.00	221.70	0.00	0.00	0.00		221.70
	20063	MSBU Administrative Work		05/29/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20063	MSBU Administrative Work		05/31/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20063	MSBU Administrative Work		06/05/2024	0.50	44.29	0.00	0.00	0.00		44.29
	20063	MSBU Administrative Work		06/12/2024	0.75	55.43	0.00	0.00	0.00		55.43
	20063	MSBU Administrative Work		06/17/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20063	MSBU Administrative Work		06/19/2024	0.50	36.95	0.00	0.00	0.00		36.95
	20063	MSBU Administrative Work		06/25/2024	1.00	73.90	0.00	0.00	0.00		73.90
	20063	MSBU Administrative Work		06/27/2024	0.50	36.95	0.00	0.00	0.00		36.95
		Administrative Time Total									
	20063	MSBU Administrative Work		05/23/2024	17.50	1,300.59	0.00	0.00	0.00		1,300.63
		MSBU Meeting Total									
				05/23/2024	1.75	129.33	0.00	0.00	0.00		129.33
		MSBU Minutes Total									
	20063	MSBU Administrative Work		05/23/2024	1.50	110.85	0.00	0.00	0.00		110.85
		MSBU Minutes Total									
					1.50	110.85	0.00	0.00	0.00		110.85

Monthly Funding Report

START
DATE:

04/01/2024

END DATE:

06/30/2024

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Manchester Waterway Benefit Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Work Order 20063 Total											
					20.75	1,540.77	0.00	0.00	0.00	0.00	1,540.81
MSBU Administrative Work Total											
	2864	Project Management		04/10/2024	0.50	43.21	0.00	0.00	0.00	0.00	43.21
	2864	Project Management		04/29/2024	0.50	43.21	0.00	0.00	0.00	0.00	43.21
Work Order 2864 Total											
			Manchester WW Dredge		1.00	86.41	0.00	0.00	0.00	0.00	86.42
cmd2204 - Manchester WW Dredge											
					1.00	86.41	0.00	0.00	0.00	0.00	86.42
Project Management Total											
					21.75	1,627.18	0.00	0.00	0.00	0.00	1,627.23
Manchester Waterway Benefit Unit Total											

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											
					21.75	1,627.18	0.00	0.00	0.00	0.00	1,627.23

FY2025

Cost per ERU

Current FY24 Rate
Current Maximum Rate

Navigation Trimming

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	Approved Budget FY2025	Proposed Budget FY2025	Budget Changes FY2025
Public Works Services			
<i>Equip Repl Charges-PubWrks</i>	236	236	-
<i>Operating Exp-PubWrks</i>	8,991	8,991	-
Internal Charges			
<i>Central/Indirect Srvs</i>	986	1,424	438
Purchased Services			
<i>Postage</i>	-	-	-
<i>Advertising-Legal</i>	-	-	-
<i>Collection Fee-Tax Collector</i>	3,924	3,921	(3)
Materials and Supplies			
Capital Outlay			
Debt Services			
<i>Principal</i>	-	-	-
<i>Interest</i>	-	-	-
<i>Other Debt Service Costs</i>	-	-	-
Project Costs			
Manchester WW Maint Dredging			
<i>Engineering</i>	-	145,325	145,325
<i>Dredging</i>	-	670,647	670,647
<i>Labor</i>	-	14,741	14,741
Total Expenditures	84,887	916,035	831,148
Reserves (Ending Fund Balance)	\$ 298,107	\$ 215,399	\$ (82,708)
<i>Reserve %</i>	77.8%	19.0%	

Version Date

6/4/2024

Capital Maintenance Schedule
Public Works - MSBU/TU Dredging
2025

Project Costs (in thousands)

<u>Project Name</u>	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	191	0	0	0	0	0	191
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	8,596	4,786	680	31,930	841	4,492	51,326

[illegible]