

**AGENDA  
NORTHWEST PORT CHARLOTTE WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, JANUARY 15, 2025**

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

**BOARD MEMBERS:** Gregg Smith, Chair  
Beverly Donahue  
Shawn Joannes  
Cheryl Johnson

**COUNTY STAFF:** Erica Hayes, Community Liaison  
DeWayne Nodine, Projects Manager

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Election of Officers
4. Annual Review: Sunshine Law, Roberts Rules of Order
5. Citizen Input on Agenda Items (3-Minute Limit)
6. Approval of Minutes: December 11, 2024
7. Unfinished Business:
  - a. Update: Interior Dredge Project
  - b. Update: Exterior Dredge Project
8. New Business:
  - a. Financial Reports
  - b. Navigational Trimming
9. Citizen Input on MSBU Items (3-Minute Limit)
10. Advisory Board Open Discussion
11. Meeting Schedule / Items for Next Agenda
12. Motion to Adjourn

**MINUTES  
NORTHWEST PORT CHARLOTTE WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, JANUARY 15, 2025**

**10:10 a.m. – 11:47 a.m.  
Centennial Park Recreation Center  
1120 Centennial Boulevard, Port Charlotte, Florida**

**Members Present:** Gregg Smith, Chair  
Beverly Donahue, Vice-Chair  
Cheryl Johnson  
**Members Absent:** Shawn Joannes  
**County Staff:** Erica Hayes, Community Liaison  
DeWayne Nodine, Projects Manager

**Call to Order / Roll Call:**

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

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

None

**Election of Officers:**

- Beverly Donahue elected Shawn Joannes as Chair, seconded by Gregg Smith and passed unanimously.
- Beverly Donahue elected Gregg Smith as Vice-Chair, seconded by Cheryl Johnson and passed unanimously.

**Annual Review: Sunshine Law, Roberts Rules of Order**

The Advisory Board watched the Sunshine Law and Roberts Rules of Order videos presented by the County Attorney. Mrs. Hayes reviewed where to find the Records Management Departments contact information on the [Charlottecountyfl.gov](http://Charlottecountyfl.gov) webpage and noted that a public record request can be submitted to any county employee. There were no questions on any of these items.

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

- Ms. Dalbiano a resident of the Juno Waterway couldn't attend the meeting but sent an email to request we keep the Juno Waterway in discussion for interior dredge needs.
- Mr. Pouzol a resident of the Venus Waterway attended the meeting and spoke regarding his desire to gain insight on our dredge process and to raise awareness to the group of silting on the edges of the waterway making it difficult to get his boat off the boat lift. Mr. Pouzol also pointed out problem areas of vegetation encroachment on the opening of the Venus Waterway.

**Approval of Minutes**

The minutes from December 11, 2024, were unanimously approved as submitted.

**Unfinished Business:**

- a. Update: Interior Dredge Project: Discussion ensued regarding the possibility of dredging the Juno Waterway. Mrs. Hayes advised that there has also been a request to dredge the interior of the Venus Waterway with other locations of interest including the Apollo, and Cheshire Waterway. Questions arose regarding past dredging of the Venus and Juno Waterway, Mr. Nodine advised that there is no record of past dredging of the interior of those waterways. Mr. Nodine advised that the current general permit is valid through mid-January of 2026.
- b. Exterior Dredge Project: Discussion ensued regarding a need for dredging of the Myakka River, Apollo, Cheshire, and Venus Waterways, advising we are applying for Federal Emergency Management Agency (FEMA) funding due to the recent storms. We will apply under the Emergency Permit Window and the deadline to do so is April 14, 2025.

**New Business:**

- a. Financial Reports: There were no financial reports to review at this time. Discussion ensued regarding an outstanding budget for interior waterway dredging and Mrs. Hayes clarified these totals have already been allocated towards the previous dredge project and are not available funds.
- b. Navigational Trimming: The group showed interest in moving forward with a navigational trimming project and will submit locations of priority at which time we will begin the process of moving forward with a navigational trimming project not to exceed the allocated budget of 50,000.

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

- Mr. Pouzol requested clarification regarding how far from the bank of the waterway we dredge. Clarification was given that there is a distance we must refrain from dredging to avoid boat lifts and seawalls, and encroachment on the bank. Mr. Nodine will provide exact speculation once he receives them.

**Advisory Board Open Discussion:**

Discussion ensued regarding the policy for absences. Mrs. Hayes clarified that the policy states if there are two absences in a rolling 12-month period the member will have forfeited their position on the advisory board. At that time the member can reapply to be re-appointed, stating that the position must be advertised for two Board of County Commissioner Meetings allowing for other applicable citizens to apply as well.

**Schedule meetings as needed / Items for next agenda:**

Future meetings are tentatively scheduled as follows:

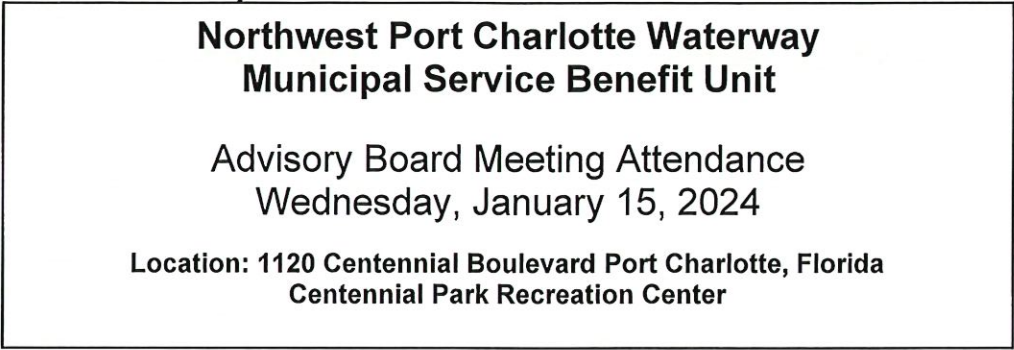
- September 10, 2025

The meeting adjourned at 11:47 a.m.

Submitted by: Erica Hayes  
Public Works Department

  
Chair Signature

9-10-25  
Date

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