

**MINUTES
BUENA VISTA AREA WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JUNE 29, 2022**

**2:03 p.m. – 3:37 p.m.
Port Charlotte Public Library
2280 Aaron Street, Port Charlotte, Florida**

Members Present: Charles Witzke, Chair
Steve Abella
Richard Russell

Members Absent: Donna Elliott, absent

County Staff: Karlene McDonald, Community Liaison
Zach Patchell, Projects Manager

Guests: None

Call to Order / Roll Call:

The meeting was called to order at 2:03 p.m. Mister Chair established a quorum.

Changes to Agenda/ Motion to Approve Changes:

None

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of Minutes:

Mr. Russell requested confirmation that the July 27, 2022, meeting has been canceled. The draft minutes from May 18, 2022, were unanimously approved as submitted

Unfinished Business:

- a. Update – Exterior Dredge Project: Mr. Witzke does not believe the Advisory Board should move forward with the exterior dredge project, noting no current navigational hazards. Conversation ensued regarding the initiation of the exterior dredge project, the purpose of the unit, and the current market and inflation. Per the motion at the May 18, 2022, Advisory Board meeting, Mr. Patchell provided a revised scope of work including Beeney Waterway from station 350-10, Gardner Waterway from station 0-7, all of the George Waterway and lateral channel at approximately 3260 cubic yards at approximately \$271,000. Discussion followed regarding causes to marine project costs and the waved severance fees for dredging on sovereign submerged lands being used for public interest as landfill cover. Mr. Witzke commented on the relocation of marker B by the Port Charlotte Beach Point. Mr. Russell inquired on timelines if the Advisory Board decided to move forward with the exterior dredge project. Mr. Patchell noted the Advisory Board can only make a recommendation, the Board of the County Commissioners has authority to shelf the project, specifically mentioning the Sunrise Waterway spot dredge that was awarded WCIND grant funding; he also noted continuous changes to the scope of work could result in a change order from the Coastal Engineering Consultants. Mr. Russell motioned to postpone moving forward with bidding the dredge project until the October meeting so all members can be present, seconded by Mr. Witzke who also wishes to discuss reducing the scope of work again. Mr. Abella requested for the record that this exterior dredge project and budget was approved in 2021 and the Advisory Board is currently being tasked with just determining on whether to move forward at

the next meeting. The Chair called for a vote to the question on the floor and it was unanimously approved.

New Business:

- a. Financial Reports: The FY23 preliminary budget was reviewed. Ms. McDonald commented on the upcoming biennium budget for FY24 & FY25 and requested the Advisory Board prepare recommendations for the October meeting and Mr. Patchell also requested the Advisory Board be prepared to discuss the FY23 pre-storm budget as well.

Citizen Input on MSBU Items (3 Minute Limit):

None

Advisory Board Open Discussion:

None

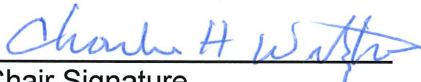
Schedule Meetings / Items for Next Agenda:

Future meetings are tentatively scheduled at 10:30 a.m. in the Port Charlotte Public Library as follows:

- October 5, 2022

The meeting adjourned at 3:37 p.m.

Submitted by: Karlene McDonald
Public Works Department


Chair Signature

3-1-2023
Date

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MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JUNE 29, 2022**

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

BOARD MEMBERS: Charles Witzke, Chair
Donna Elliott, Vice-Chair
Steve Abella
Richard Russell

COUNTY STAFF: Karlene McDonald, 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 18, 2022
5. Unfinished Business
 - a. Update - Exterior Dredge Project
6. New Business
 - a. Financial Reports
7. Citizen Input MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

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BUENA VISTA AREA WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

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Steve Abella
Richard Russell

COUNTY STAFF: Karlene McDonald, Community Liaison

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PRELIM
6.3.22

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
FY 2022/23 BUDGET
BUENA VISTA WATERWAY MAINT UNIT (NH)
FUND # 1116
PROPOSED WATERWAY UNIT WORK PROGRAM

ESTIMATED LOTS - FY22/23 992.50

	COST PER		TOTAL
	ERU		
PROJECTED FUND BALANCE - 10/1/22	\$ 605.39		\$ 600,854
ESTIMATED REVENUE AT PROPOSED RATE	<u>\$ 100.00</u>		<u>141,124</u>
FUNDS AVAILABLE			741,978
GRAND TOTAL MSBU WORK PROGRAM	\$ 503.29		<u>499,513</u>
BALANCE AFTER PROGRAM			242,465
OTHER CASH OUTFLOWS (TRANSFERS OUT)			
PROJECTED FUND BALANCE - 9/30/23			\$ 242,465

TRANSFERS AND RESERVES SUMMARY

RESERVE FOR FUTURE CAPITAL OUTLAY	94,069
RESERVE FOR CONTINGENCY-REGULAR	74,198
RESERVE-CASH CARRIED FORWARD	<u>74,198</u>
TOTAL TRANSFERS AND RESERVES	242,465
TOTAL CASH OUTFLOWS AND RESERVES/BALANCES	741,978

Desired Minimum Fund Balance: \$83,252
Allowable Fund Balance: \$148,396

RATE HISTORY:	UNIT OF MEAS	COST PER UOM	PER 80' LOT
FY 2013/14	ERU	\$ 100.00	\$ 100.00
FY 2014/15	ERU	\$ 100.00	\$ 100.00
FY 2015/16	ERU	\$ 100.00	\$ 100.00
FY 2016/17	ERU	\$ 100.00	\$ 100.00
FY 2017/18	ERU	\$ 100.00	\$ 100.00
FY 2018/19	ERU	\$ 100.00	\$ 100.00
FY 2019/20	ERU	\$ 100.00	\$ 100.00
FY 2020/21	ERU	\$ 100.00	\$ 100.00
FY 2021/22	ERU	\$ 100.00	\$ 100.00
FY 2022/23 Proposed	ERU	\$ 100.00	\$ 100.00

CURRENT MAXIMUM RATE \$ 679.62

Totals may not add due to rounding.

PRELIM
6.3.22

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
FY 2022/23 BUDGET
BUENA VISTA WATERWAY MAINT UNIT (NH)
FUND # 1116
PROPOSED WATERWAY UNIT WORK PROGRAM

<u>PUBLIC WORKS SERVICES</u>		<u>TOTAL EXP</u>
Maintenance Services		\$ 19,771
Equipment Repl Chgs/PW		1,389
Signing & Marking Materials		-
Road/Drainage Maintenance Materials		-
TOTAL PUBLIC WORKS SERVICES		21,160
<u>OTHER DIRECT COSTS</u>		
Postage & Notices		-
Central/Indirect Services Allocation		1,373
Advertising - Legal		150
Landfill Fees		
Miscellaneous Expenses/Easements DEP (Phase II)		
Miscellaneous Expense-Permits		-
TOTAL OTHER DIRECT COST		1,523
<u>CONTRACT SERVICES</u>	<u>C/O \$</u>	<u>NEW \$</u>
Landfill Fees		
cmd2203 P/S - Engineering	84-8490	85,415
cmd2203 C/S - Dredging	84-8486	364,430
C/S - Navigational Trimming	84-8484	-
C/S - Survey (annual allocation)	84-8499	25,000
C/S - Annual Permit Mitigation		
TOTAL CONTRACT SERVICES		474,845
 TOTAL WORK PROGRAM		 497,528
 TAX COLLECTOR-COLLECTION FEE		 1,985
 DEBT SERVICE		 Principal Pymts -
		Interest Pymts
 GRAND TOTAL MSBU WORK PROGRAM		 \$ 499,513

Budget by Single MSBU

Department: All Departments
Activity: All Activities

Budget Year: 2023-BUDGET
MSBU Code: Buena Vista WW Mtc

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
Buena Vista WW Mtc												
1717058	10-9866-MSDR	70.00	LHR	10.00	7.00	1.00	7.00	4,599.05	0.00	0.00	0.00	4,599.05
Program 10 Totals:		70.00			7.00		7.00	4,599.05	0.00	0.00	0.00	4,599.05
1717939	84-8486-Contract Dredging	364,430.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	364,430.00	364,430.00
1718022	84-8490-Professional Engineer Svcs	85,415.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85,415.00	85,415.00
1718067	84-8491-Oth Contr Svc 1 (See File)	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718250	84-8499 - C/S Survey	25,000.00	DOL	0.00	0.00	1.00	0.00	0.00	0.00	0.00	25,000.00	25,000.00
Program 84 Totals:		474,845.00			0.00		0.00	0.00	0.00	0.00	474,845.00	474,845.00
1718295	93-9357-Project Management	533.00	LHR	15.00	35.53	0.50	17.77	15,171.87	1,389.22	0.00	0.00	16,561.09
Program 93 Totals:		533.00			35.53		17.77	15,171.87	1,389.22	0.00	0.00	16,561.09
PW-BV-WWM Totals:		475,448.00			42.53		24.77	19,770.92	1,389.22	0.00	474,845.00	496,005.14

Capital Maintenance Schedule
 Public Works - MSBU/TU Dredging
 2023

Project Costs (in thousands)

<u>Project Name</u>	2023	2024	2025	2026	2027	2028	TOTAL
Alligator Creek - Entrance Channel	399	0	0	0	0	0	399
Buena Vista WW Maint. Dredging FY23	466	0	0	0	0	0	466
Don Pedro/Knight/Palm Island Re-nourishment	622	201	121	123	0	0	1,067
Gulf Cove WW Dredging	1,785	0	0	0	0	0	1,785
Harbour Heights WW Maintenance Dredging	65	0	0	0	0	0	65
Hayward Canal Dredging	201	155	0	0	0	0	356
Manasota Key Beach Nourishment	1,206	392	191	136	0	0	1,925
Manchester WW Maintenance Dredging FY22	732	0	0	0	0	0	732
NWPC Interior Channel Dredging FY22	741	0	0	0	0	0	741
NWPC Exterior Dredging	0	102	255	0	0	0	357
Pirate Harbor Dredging FY23	468	0	0	0	0	0	468
South Gulf Cove WW Maintenance Dredging	387	1,224	0	0	0	0	1,611
Stump Pass Maintenance Dredging	2,015	31	134	4,556	0	0	6,736
Suncoast WW Maintenance Dredging	0	0	0	0	0	0	0
TOTAL	9,088	2,105	700	4,815	0	0	16,708