

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, NOVEMBER 16, 2022**

**2:13 p.m. – 3:11 p.m.
Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

Members Present: Anthony Paolicelli, Chair
Elizabeth Groth
Stephanie King

Members Absent: None

County Staff: Karlene McDonald, Community Liaison
Jamie Boies, Administrative Services Coordinator

Guests: See attached sign-in sheet

Call to Order / Roll Call:

The meeting was called to order at 3:11 p.m. 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 Minutes:

The minutes from May 4, 2022, were unanimously approved as submitted.

New Business:

- a. Financial Reports: The FY22 third and fourth financial reports and the FY23 adopted budget were reviewed. Discussion followed regarding navigational trimming and property owner's responsibility. Ms. Groth motioned that FY24 and FY25 leave navigational trimming at \$5,000, seconded by Ms. King and unanimously approved.
- b. Update: Buena Vista Exterior Dredge Project: The exterior dredge project to include the Sunrise and Elkam Waterways is currently pending the Buena Vista Waterway MSBU Advisory Board meeting. Ms. McDonald confirmed the current project scope is within the Edgewater North Waterway MSBU's budget and a rate increase is not needed at this time.

Citizen Input on MSBU Items:

- Mr. Roberts commented on the history of the community and this MSBU, he suggested the MSBU be abolished as he believes the property owners are not receiving a direct benefit from the assessment. He recommended instead, to establish an association for future waterway maintenance for those interested in the community.
- Mr. Ploskina inquired about any plans for the County to obtain grant funding for hurricane related issues within the waterways.

Advisory Board Open Discussion:

Ms. McDonald noted the seawalls within city limits are owned and maintained by the City, whereas in Charlotte County they are considered private property and it is the property owner's responsibility to keep them in a proper state of repair. Discussion ensued regarding the

possibility of establishing a county seawall maintenance program and the process for the Board of County Commissioners to consider such a request.

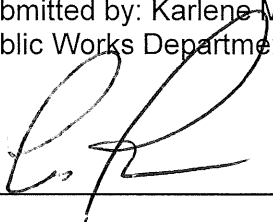
Meeting Schedule / Items for Next Agenda:

The 2023 proposed meeting dates were provided to the Advisory Board with no present objections; future meetings are scheduled at 2:00 p.m. in the Port Charlotte Library as follows:

- February 8, 2023
- April 26, 2023
- August 9, 2023
- November 29, 2023

The meeting adjourned at 3:11 p.m.

Submitted by: Karlene McDonald
Public Works Department



Chair Signature

02.08.2023

Date

Monthly MSBU Activity Report

START DATE: 3/1/2022 END DATE: 5/31/2022

PW-EWNWWM Edgewater North WW Unit

Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accomp.	UOM	Total Cost
1220388	PW-EWNWWM	Edgewater North Waterway MS DR Annual Work Order	PW-EWNWWM	Edgewater North WW Unit	10-9866 MS DR	03/02/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						03/07/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						03/08/2022	1.75	159.93	0.00	0.00	0.00	1.75	LHR	159.93
						03/09/2022	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
						03/10/2022	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
						03/11/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						03/14/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						03/15/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						03/16/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						03/17/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						03/21/2022	1.50	137.09	0.00	0.00	0.00	1.50	LHR	137.09
						03/22/2022	2.50	228.48	0.00	0.00	0.00	2.50	LHR	228.48
						03/23/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						03/28/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						03/29/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						03/30/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						04/05/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						04/06/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						04/07/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						04/12/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						04/14/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						04/19/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						04/21/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						04/25/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						04/26/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						04/27/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						05/03/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						05/04/2022	2.25	205.63	0.00	0.00	0.00	2.25	LHR	205.63
						05/05/2022	1.50	137.09	0.00	0.00	0.00	1.50	LHR	137.09
						05/09/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						05/10/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						05/11/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						05/12/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						05/18/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
						05/23/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					MSDR Total		24.00	2,193.36	0.00	0.00	0.00	24.00	LHR	2,193.36
					Total WO Number: 1220388		24.00	2,193.36	0.00	0.00	0.00	24.00	LHR	2,193.36
1761409	PW-EWNWWM	Edgewater North Waterway Annual Survey Non-Project	PW-EWNWWM	Edgewater North WW Unit	93-9357D Project Management	03/04/2022	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
						03/09/2022	0.25	26.70	0.00	0.00	0.00	0.25	LHR	26.70

Monthly MSBU Activity Report

START DATE: 3/1/2022 END DATE: 5/31/2022

PW-EWNWWM

Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accompl.	UOM	Total Cost
						03/22/2022	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
						03/23/2022	3.00	320.37	0.00	0.00	0.00	3.00	LHR	320.37
						03/24/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
				Project Management Total			6.75	720.83	0.00	0.00	0.00	6.75	LHR	720.83
				Total WO Number: 1761409			6.75	720.83	0.00	0.00	0.00	6.75	LHR	720.83
				Total MSBU: PW-EWNWWM			30.75	2,914.19	0.00	0.00	0.00	30.75	LHR	2,914.19

Edgewater North Waterway MSBU

Fund Financial Report

Oct. 1, 2021 - June 30, 2022

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$67,192	\$13,653	\$41,940	\$41,940
Revenues				
Assessments & Earnings	19,857	19,399	19,388	19,399
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$19,857	\$19,399	\$19,388	\$19,399
Expenditures				
Contract Services	-	-	-	-
Survey	32,632	-	8,158	8,158
Navigational Trimming	-	5,000	-	-
Public Works Services	10,174	3,159	8,184	7,156
Internal Charges	292	391	391	391
Purchased Services	252	557	386	557
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Buena Vista WW Maint. Dredge FY23	1,759	-	-	10,126
Total Expenditures	\$45,109	\$9,107	\$17,119	\$26,389
Reserves (Ending Fund Balance)	\$41,940	\$23,945	\$44,209	\$34,951
<i>Reserve %</i>	48.2%	72.4%	72.1%	57.0%

Date Prepared: 7/1/2022

Monthly MSBU Activity Report

START DATE: 7/1/2022 END DATE: 9/30/2022

PW-EWNWWM Edgewater North WW Unit

Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accomp.	UOM	Total Cost
	1220388	PW-EWNWWM Edgewater North Waterway MS DR Annual Work Order	PW-EWNWWM	Edgewater North WW Unit										
					10-9866 MS DR	07/06/2022	0.25	18.87	0.00	0.00	0.00	0.25	LHR	18.87
						07/07/2022	0.50	37.73	0.00	0.00	0.00	0.50	LHR	37.73
						07/25/2022	0.25	18.87	0.00	0.00	0.00	0.25	LHR	18.87
						08/01/2022	0.25	18.87	0.00	0.00	0.00	0.25	LHR	18.87
						08/19/2022	0.25	18.87	0.00	0.00	0.00	0.25	LHR	18.87
						09/02/2022	0.25	18.87	0.00	0.00	0.00	0.25	LHR	18.87
					MSDR Total		1.75	132.06	0.00	0.00	0.00	1.75	LHR	132.06
					Total WO Number: 1220388		1.75	132.06	0.00	0.00	0.00	1.75	LHR	132.06
					Total MSBU: PW-EWNWWM		1.75	132.06	0.00	0.00	0.00	1.75	LHR	132.06

Edgewater North Waterway MSBU

Fund Financial Report

Oct. 1, 2021 - Sept. 30, 2022

Unaudited as of 9.30.22

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$67,192	\$13,653	\$41,940	\$41,940
Revenues				
Assessments & Earnings	19,857	19,399	19,402	19,399
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$19,857	\$19,399	\$19,402	\$19,399
Expenditures				
Contract Services	-	-	-	-
Survey	32,632	-	8,158	8,158
Navigational Trimming	-	5,000	-	-
Public Works Services	10,174	3,159	8,430	7,156
Internal Charges	292	391	391	391
Purchased Services	252	557	398	557
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Buena Vista WW Maint. Dredge FY23	1,759	-	1,520	10,126
Total Expenditures	\$45,109	\$9,107	\$18,896	\$26,389
Reserves (Ending Fund Balance)	\$41,940	\$23,945	\$42,446	\$34,951
<i>Reserve %</i>	48.2%	72.4%	69.2%	57.0%

Date Prepared: 10/25/2022

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
 FY 2022/23 BUDGET
 EDGEWATER NORTH WATERWAY UNIT
 FUND 1119
 ADOPTED WATERWAY UNIT WORK PROGRAM

ADOPTED
9.27.22

ESTIMATED ERU'S - FY 22/23		1,011.30
	COST PER	
	<u>ERU</u>	<u>TOTAL</u>
PROJECTED FUND BALANCE - 10/1/22		\$ 34,951
ESTIMATED REVENUE	<u>\$ 20.12</u>	24,441
FUNDS AVAILABLE		59,391
GRAND TOTAL MSBU WORK PROGRAM	\$52.69	<u>53,282</u>
BALANCE AFTER PROGRAM		6,110
OTHER CASH OUTFLOWS (TRANSFERS OUT)		<u>-</u>
PROJECTED FUND BALANCE - 9/30/23		<u>\$ 6,110</u>
<u>TRANSFERS AND RESERVES SUMMARY</u>		
RESERVE FOR CAPITAL OUTLAY		(0)
RESERVE FOR CONTINGENCY-REGULAR		3,055
RESERVE-CASH CARRIED FORWARD		3,055
TOTAL TRANSFERS AND RESERVES		<u>6,110</u>
TOTAL CASH OUTFLOWS AND RESERVES/BALANCES		<u>59,391</u>
Desired Minimum Fund Balance:	\$8,880	
Allowable Fund Balance:	\$11,878	

RATE HISTORY:	UNIT OF MEAS	COST PER UOM	PER 80' LOT
FY 2013/14	ERU	\$ 20.12	\$ 20.12
FY 2014/15	ERU	\$ 20.12	\$ 20.12
FY 2015/16	ERU	\$ 20.12	\$ 20.12
FY 2016/17	ERU	\$ 20.12	\$ 20.12
FY 2017/18	ERU	\$ 20.12	\$ 20.12
FY 2018/19	ERU	\$ 20.12	\$ 20.12
FY 2019/20	ERU	\$ 20.12	\$ 20.12
FY 2020/21	ERU	\$ 20.12	\$ 20.12
FY 2021/22	ERU	\$ 20.12	\$ 20.12
FY 2022/23	ERU	\$ 20.12	\$ 20.12

CURRENT MAXIMUM RATE \$ 20.12
 Totals may not add due to rounding.

ADOPTED
9.27.22

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
FY 2022/23 BUDGET
EDGEWATER NORTH WATERWAY UNIT
FUND 1119
ADOPTED WATERWAY UNIT WORK PROGRAM

<u>PUBLIC WORKS SERVICES</u>	<u>TOTAL EXP</u>
Maintenance Services	\$ 5,557
Equipment Replacement Charges	-
Signing & Marking Materials	-
Road/Drainage Maintenance Materials	-
TOTAL PUBLIC WORKS SERVICES	5,557

<u>OTHER DIRECT COSTS</u>	
Postage & Notices	-
Central/Indirect Services Allocation	411
Advertising - Legal	150
TOTAL OTHER DIRECT COST	561

<u>CONTRACT SERVICES</u>	<u>C/O \$</u>	<u>NEW \$</u>	
Landfill Fees		10-9004	
C/S - Navigational Trimming		84-8494	
P/S - Engineering Services		84-8490	-
C/S - Survey		84-8499	-
cmd2203 C/S - Dredging (Buena Vista Split)		84-8486	46,757
C/S - Other Contractual Svcs		84-8491	-
TOTAL CONTRACT SERVICES			46,757

GRAND TOTAL MSBU WORK PROGRAM	\$ 53,282
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Budget by Single MSBU

Budget Year: 2023-BUDGET
MSBU Code:

Department: All Departments
Activity: All Activities

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
1717072	10-9866-MSDR	50.00	LHR	10.00	5.00	1.00	5.00	3,285.04	0.00	0.00	0.00	3,285.04
	Program 10 Totals:	50.00			5.00		5.00	3,285.04	0.00	0.00	0.00	3,285.04
1751757	84-8484-C/S Vegetation Removal	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1717934	84-8486-Contract Dredging	46,757.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,757.00	46,757.00
1718036	84-8490-Professional Engineer Svcs	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718252	84-8499 - C/S Survey	0.00	DOL	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
	Program 84 Totals:	46,757.00			0.00		0.00	0.00	0.00	0.00	46,757.00	46,757.00
1718281	93-9357-Project Management	79.80	LHR	15.00	5.32	0.50	2.66	2,271.72	0.00	0.00	0.00	2,271.72
	Program 93 Totals:	79.80			5.32		2.66	2,271.72	0.00	0.00	0.00	2,271.72
	PW-EWNWWM Totals:	46,886.80			10.32		7.66	5,556.76	0.00	0.00	46,757.00	52,313.76

Capital Maintenance Schedule
 Public Works - MSBU/TU Dredging
 2023

Project Costs (in thousands)

<u>Project Name</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>TOTAL</u>
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

Capital Maintenance Schedule
 Public Works - MSBU/TU Dredging Long Range Plan
 2023

<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	2014	7	FY 2022
Alligator Creek Waterway	Entrance channel	2017	7	FY 2022
Buena Vista Waterway	Access channel and main canal	2016	7	FY 2023
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 2024
Gulf Cove Waterway	Interior	2019	10	FY22 & FY23
Harbour Heights Waterway	Canals and access channels	2017	7	FY 2022
Hayward Canal Waterway	Finger channels	2019	10	FY 2024
Hayward Canal Waterway	Main Channel	2019	5	FY 2022
Manchester Waterway	Spot	2014	7	FY 2022
North Manasota Key Beach Renourishment	Renourishment	2020	8	FY 2028
Northwest Port Charlotte Waterway	Exterior	2009	5	FY 2024
Northwest Port Charlotte Waterway	Interior	2014	10	FY 2022
Pirate Harbor Waterway	Interior	2013	7	FY 2023
South Bridge Waterway	Canals and access channels	2013	7	none scheduled
South Gulf Cove Waterway	Spot	2016	7	FY22 & FY24
Stump Pass Dredging	Channel and renourishment	2017	4	FY 2022
Suncoast Waterway	Canals and access channels	2014	7	none scheduled